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New College at Queens

1984-85 CATALOG

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CHARLOTTE, NORTH CAROLINA

NEW COLLEGE CALENDAR

1984-1985

TERM I 1984

Monday, August 27
Tuesday, August 28
Tuesday, September 11
Wednesday, October 17
Wednesday, October 24
Sunday, November 18
Monday, November 26
Monday, December 3
Tuesday, December 4
Monday, December 10

Registration
Classes Begin
Opening Convocation and Reception
Midterm
Last Day to Withdraw with a 'W'
Classes End, Thanksgiving Break
Classes Resume
Classes End
Exams Begin
Exams End

JANUARY TERM, 1985

Thursday, January 3
Saturday, January 26

Classes Begin
Classes End

TERM II 1985

Monday, January 28
Tuesday, January 29
Wednesday, March 13
Wednesday, March 20
Monday, April 1
Monday, April 8
Monday, May 6
Tuesday, May 7
Monday, May 13
Friday, May 17
Saturday, May 18

Registration
Classes Begin
Midterm
Last Day to Withdraw with a 'W'
Spring Recess Begins
Classes Resume
Classes End
Exams Begin
Exams End
Baccalaureate
Graduation

SUMMER TERM 1985

Monday, May 20
May 23-July 3
July 8-August 17
May 23-August 17

Registration
Session I
Session II
Session III

New College at Queens

1984-85 Catalog

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New College at Queens admits students regardless of race, color, sex, national and ethnic origin, or handicap to all the rights, privileges, programs and activities generally accorded or made available to students at the college. It does not discriminate on the basis of sex, race, color, national or ethnic origin, or handicap in administration of its educational policies, scholarship or loan programs, and athletic and other New College administered programs.

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COLLEGE/ STUDENT SERVICES

The College

Queens College, private and Presbyterian, is a diversified academic community serving a variety of learners, both men and women, of all ages.

Basic components of the academic community are Queens College of Arts and Sciences for women, New College at Queens, and the Graduate School at Queens. In addition to these, Queens College offers coursework through the Institute for Lifelong Learning for those who seek education and enrichment outside the context of formal degree programs.

Queens College is accredited by the Southern Association of Colleges and Schools and the National Association of Schools of Music. Queens College is also approved for veterans' education.

Queens College is a member of the Southern Business Administration Association and the American Assembly of Collegiate Schools of Business.

History Of Queens College

Queens was founded in 1857 as the Charlotte Female Institute. Upon affiliation with the Presbyterian Synod of North Carolina in 1896 it was known as the Presbyterian College for Women. In 1914, the move was made to the present campus in Myers Park and it became Queens College. Through the merger with Chicora College in Columbia, South Carolina, in 1930, Queens became related to the Presbyterian Synod of South Carolina. With the creation of the Synod of the Southeast in 1973, Queens'

official church relationship was extended to include Presbyterians in Georgia as well as those in the Carolinas.

The Board of Trustees holds title to the property of the college and is responsible for Queens' total program. The 34-member board—composed of business, professional, religious, and alumni leaders—is elected by the Synod of North Carolina (10 members), the Synod of the Southeast (8), trustees (12), and the Queens College Alumni Association (4).

The New College

The New College at Queens was authorized by the Board of Trustees on April 30, 1979. The New College is coeducational and offers a Bachelor of Arts degree with majors available in Business Administration, English, and Psychology; a Bachelor of Science degree with majors available in Computer Science, Communications, and Radiologic Technology; a Bachelor of Business Administration degree; and a Bachelor of General Studies degree. The New College also offers a certificate in Business Information Systems. A New College student with full-time work responsibilities may obtain a bachelor's degree in four and one-half to five years.

Administrative Offices

The Office of the Vice President for the Graduate School and New College and other New College Administrative Offices are located on the first floor of the McEwen Building.

Statement of Philosophy and Purpose of New College

New College at Queens offers undergraduate liberal arts degrees and professional programs for men and women of the community. New College is firmly grounded in the liberal arts tradition,

emphasizing the joy of learning within a framework of continuing personal and intellectual development. The curriculum is designed to enhance personal and professional goals.

Honor Code

The Honor Code is one of the cherished possessions of Queens College and is of fundamental importance in the educational experience.

The Honor Code regulates all phases of college life and is binding on all members of the community.

The Code is based on three basic principles: (1) truthfulness at all times; (2) respect for the property of others; (3) honesty in tests, examinations, term papers and all other academic assignments.

Convocation

The New College convocation is held during the first month of the Fall semester. This important event is designed to foster a spirit of unity, fellowship and community among the New College students, faculty, administration, and Board of Trustees.

Student Government Association

The New College Student Government, organized in 1981, is the formal means for student involvement in the operations and activities of the New College. Each year officers are elected by the New College student body and serve as liaisons between students, faculty and administration, and as representatives of the New College student body as necessary.

Library

Currently enrolled New College students have access to Everett Library. Infor-

mation about library use by New College students can be obtained from the main desk in Everett Library.

The library collection consists of over 90,000 catalogued volumes and 550 current periodicals. There are 19,000 bound volumes of periodicals and 4,000 reels of microfilm. In addition to its books and periodicals, the library is partial depository for United States government documents. Audio visual equipment and catalogs for ordering films are available in the Media Center.

During the main academic sessions the library is open from 8:00 a.m. to 11:00 p.m., Monday through Thursday; 8:00 a.m. to 9:00 p.m. on Friday; 10:00 a.m. to 5:00 p.m. on Saturday and 2:00 p.m. to 11:00 p.m. on Sunday. The operation schedules for January and Summer sessions are reduced.

Computer Services

The Queens College Computer Center is located in Walker Science Building.

Queens has a computer center with an on campus DEC VAX 11/750 central computer and several microcomputers manufactured by DEC, IBM, and Apple Corp. The central computer is equipped with 440 million characters of on-line disk storage, ten terminals, and a 600 line per minute printer. Queens is a subscriber to the North Carolina Educational Computing Service (NCECS), and thereby has remote access to the Triangle Universities Computation Center (TUCC) at Research Triangle Park, N.C. Hardware at TUCC includes an IBM 3081, as well as a number of smaller computers. NCECS and TUCC support an extensive selection of software.

The Computing Center Director is Dr. Richard Ault whose office is in Walker Science Building, extension 382 or 303.

Queens Career Center

The Queens Career Center provides various personal and group services to Queens students and to members of the community. The center offers individual and group career/life planning services. Fees are set at \$100.00 for individual counseling and testing.

Currently enrolled students are encouraged to utilize the library resources in the Career Center at no charge.

The Queens Career Center is located on the second floor of Jernigan Student Center with staff offices and an extensive Career Library. The center is open from 8:30 to 5:00, Monday through Friday.

Bookstore

The Queens College Bookstore, operated by SAGA Food Services, is located in the basement of Morrison Hall and may be entered from a door on the Selwyn Avenue side of the building. Regular bookstore hours are 9:30 a.m. to 6:00 p.m., Monday through Thursday, 9:30 a.m. to 4:00 p.m. on Friday, and 9:30 a.m. to 1:00 p.m. on Saturday. The bookstore's hours will be extended during registration and the first week of classes each term in order to serve New College students.

Dining Hall

Morrison Dining Hall is open from 4:45 p.m. to 6:00 p.m. for dinner. There is a dinner ticket program that currently enrolled New College students may use. A ten-ticket packet may be purchased from the Saga Office in Morrison Dining Hall, and used for any dinner during the semester except Wednesday night family style. A single ticket may be purchased at the door.

Other facilities available for New Col-

lege students include the Snack Bar located in the Jernigan Student Center which operates Monday through Thursday from 5 p.m. to 9 p.m. Vending machines for student use are located in the basement of McEwen Building and the first floor of the Jernigan Student Center.

Parking

Students may not park on the Queens College campus without registering their cars with the office of Public Safety (Stultz Building) and purchasing a parking permit. Registration of vehicles should be done at registration or within 48 hours of the first class of the semester. Students without decals are to park on the streets that form a boundary for the Queens College campus: Selwyn, Wellesley, Radcliffe, and Stanford Avenues.

The lot behind Myers Park Traditional School, off Wellesley Avenue, is also available for student parking, with or without a permit, after 5:00 p.m. Monday through Friday.

A student parking permit is valid for one academic year, costs \$5.00 and allows the student to park in assigned lots and unrestricted zones during the times indicated in the Queens College Parking Rules and Regulations.

Housing

Accepted New College and Graduate School female students may live on campus in Albright Hall as part of the Live, Work and Study Program. The monthly charge is \$195.00 for a furnished private room or \$165.00 for a furnished shared room. A kitchen is provided on the hall with meal plans available in the Dining Hall. For further information contact Mrs. Katie Wireman, Assistant Director of Admissions.

ADMISSIONS

The New College at Queens does not discriminate on the basis of race, creed, color, sex, age, national or ethnic origin, or handicap in administration of its educational policies, admissions policies, scholarship and loan programs.

Admissions Requirements

New College admissions policy is designed to select students of outstanding promise. We consider each applicant on the basis of his or her individual achievements, merits and potential for academic success. Admissions requirements include:

1. High school diploma or equivalent.
2. Transcripts from secondary schools and all colleges attended.
3. SAT or ACT scores if either test has been taken.
4. Two letters of recommendation.
5. Completed application form with \$15.00 non-refundable fee.

If you need more information about requirements for graduation or transfer credit, please call the Admissions Office and a New College counselor will be glad to schedule an appointment to discuss this with you.

For Transfers

New College welcomes transfer students from other colleges and universities. Applicants must request their own transcripts from each institution attended to be forwarded to the Office of Admissions. For courses completed at other accredited institutions credit usually will be transferred if the grade earned is C or better. Courses transferred from two-year institutions are

classified as either 100- or 200-level courses.

For Readmissions

A student who has withdrawn in good standing and who wishes to return to New College may apply for readmission to the Office of Admissions. Transcripts of all work attempted at other institutions must be sent by those institutions to the Office of Admissions.

A student who is re-admitted into the New College after an absence of no more than three years may fulfill the degree requirements set forth in the Catalog under which he or she originally matriculated.

For Special Students

Students who are not candidates for degrees who wish to enroll for credit may apply as special students. Generally, special students who do not hold a bachelor's degree are limited to a cumulative total of 15 credit hours. Permission to exceed 15 hours must be obtained from the Vice President for the Graduate School and the New College. Anyone holding a bachelor's degree is allowed the privilege of unlimited credit. Special students must maintain a C average to continue their enrollment.

For Advanced Standing

New College awards credit and/or advanced placement to students who score satisfactorily on approved subject level tests of the College Level Examination Program (CLEP), and to students who score satisfactorily on validation exams administered by the college.

Grading of Queens validation and CLEP examinations is on a Pass/No Record basis. No more than 38 credit hours may be earned through Queens validation tests, CLEP tests, or other examinations for credit.

Thirty credit hours are accepted for those persons certified by the American Registry of Radiologic Technologists.

Certified Professional Secretaries may receive up to twenty-four hours credit for successfully completing the Certified Secretary (CPS) Exam.

Students who wish further information about CLEP should contact the Director of the Career Center.

Students who wish further information about New College validation examinations should contact the Vice President for the Graduate School and New College.

High School Dual Enrollment

Any student who is a junior or senior in a Charlotte-Mecklenburg area secondary school may enroll for courses at New College during any term when recommended by the secondary school. Credit earned under the dual enrollment program may be used at New College or another institution as college credit when the student enrolls as a degree candidate.

International Students

New College welcomes international students. Candidates must provide the Office of Admissions with a completed college application for admission accompanied by the payment of a \$15 filing fee. Applicants must request their own transcripts from each institution attended to be forwarded to the Office of Admissions. Transcripts must be translated into English by an official at the high school or college issuing the transcript. It is recommended that international students take the Scholastic Aptitude Test (SAT). Any student for whom English is not the first language

must satisfactorily complete the Test of English as a Foreign Language (TOEFL) and have the score sent to the Office of Admissions.

For Campus Visits

Students seeking information about the New College are encouraged to visit the campus and Admissions Office. The Admissions Office is open from 8:30 a.m. to 5:00 p.m. on weekdays throughout the year. Appointments for evenings or Saturdays may be made by calling the Admissions Office during regular hours. The Admissions Office is located on the second floor of Burwell Hall.

In Summary

While there are no deadlines for applications, prospective students should apply for admission as early as possible. Application forms should be obtained from the Office of Admissions and should be returned with a non-refundable \$15 application fee. Special students submit a \$5 non-refundable application fee. It is the student's responsibility to request that his or her transcripts and recommendations from the secondary school be sent to the Admissions Office. Transfer students must request transcripts from each college attended. The Admissions Office will act on an application as soon as all information and transcripts have been received. Accepted students are to mail a deposit of \$50 within 30 days of notification of acceptance. This confirms the acceptance of the offer of admission to the New College at Queens. This deposit is applied toward tuition. It may be refunded in writing at least 30 days prior to registration that the student no longer intends to enroll in the New College.

TUITION AND FEES

While the Board of Trustees and Administration of the college reserve the right to adjust the schedules at Queens at any time, the following basic fees have been established for the New College for the fiscal year 1984-85.

Tuition-per credit hour	\$110.00
Application fee (non-refundable)	\$15.00
Registration fee per term (non-refundable)	\$7.00
Late registration fee (non-refundable)	\$5.00
Transcript fee (if necessary)	\$3.00
Special student fee	\$5.00
Graduation fee	\$50.00
Parking Permit	\$5.00
Identification card replacement	\$2.00

An additional fee will be charged for use of the microprocessor lab.

An initial deposit of \$50.00 is required from new students within 30 days of notification of acceptance into the New College at Queens. This deposit is applied toward tuition and is non-refundable within 30 days of registration for the applicable term.

Dual Enrollment (New College and College of Arts and Sciences)

Tuition for the College of Arts and Sciences is \$125.00 per credit hour for 11 or fewer hours. New College students who take a course in the College

of Arts and Sciences will pay the College of Arts and Sciences' tuition. Students who take 12 or more hours in the College of Arts and Sciences must pay the College of Arts and Sciences' comprehensive fee of \$2,460 for the semester.

Regulations Regarding Payment

Upon signing the application for admission, the applicant accepts as binding all fees and regulations set forth in the Catalog.

1. A student is not permitted to attend classes until satisfactory arrangements have been made to meet all financial obligations.

Continued class attendance is contingent upon maintaining good financial standing throughout the term.

2. Credits for financial aid are divided equally between the fall and spring terms.

3. No discount or scholarship award may be applied against the initial \$50 deposit fee.

4. Diplomas, certificates, grades, and transcripts are granted only when the student's accounts have been paid in full.

Deferred Payment

Queens College offers a Deferred Payment Plan for Term I, Term II, Summer Session I, Summer Session II and Summer Session III. The Deferred Payment Plan is not available for the January Term. Only tuition, room, board and registration fees may be deferred. The 1% Deferred Payment Fee and any miscellaneous charges are to be paid in full when invoiced. The Term I payment may be made in four equal installments, payable at registration and on the 15th of September, October and November.

The Term II payment may be made in four equal installments, payable at registration and on the 15th of February, March and April. The Summer Session I payment may be made in two equal installments payable at registration and June 13. The Summer Session II payment may be made in two equal installments payable at registration and July 29. The Summer Session III payment may be made in three equal installments payable at registration, June 20 and July 18.

There is an additional charge of 1% per month for charges deferred under the Queens College Deferred Payment Plan. Students electing this form of payment will sign a Deferred Payment Form at registration.

Company Assisted Tuition

If a student's company is paying all or part of the student's tuition, Queens College will defer that portion of tuition until the end of the term.

There is an additional charge of 1% per month for charges deferred under this plan. Students electing this form of payment will sign a Company Waiver form at registration.

Withdrawal for Academic Ineligibility

A refund of advance payments will be made in the case of a student determined academically ineligible to return by the undergraduate Student Qualifications Committee. Such decisions are made at the end of each term. Students who have made payments or who have a credit balance towards the next term will receive a refund.

Withdrawal for Illness

Students who withdraw from the col-

lege during the academic year as a result of illness will have tuition prorated as of the date of withdrawal, provided the physician recommends withdrawal in a letter to the Vice-President for the Graduate School and the New College.

Withdrawal for Other Reasons

Students who withdraw from the college during the academic year on their own initiative will have tuition prorated as of the date of withdrawal as follows:

	Term I	Term II
25% charged if withdrawing by	9-3-84	2-4-85
50% charged if withdrawing by	9-10-84	2-11-85
75% charged if withdrawing by	9-17-84	2-18-85
	Summer Term I	Summer Term II
		Summer Term III
25% charged if withdrawing by	NA	5-30-85
50% charged if withdrawing by	6-3-85	7-18-85
75% charged if withdrawing by	NA	6-6-85
		6-13-85

There will be no prorating of tuition or fees in January Term after registration. Special fees are not subject to proration.

Students suspended by the college will be subject to tuition proration according to the above schedule.

Students who feel that individual circumstances warrant exception from the above-stated policy may appeal in writing to the Vice President for the Graduate School and the New College.

Withdrawal Involving Financial Aid

If the Business Office determines that the student is due a refund and all or part of the student's institutional charges were paid with financial aid funds, all or a proportionate part of the total refund must be returned to the Title IV Financial Aid Accounts and may be returned to other financial aid accounts, if necessary.

Amount to be returned will be determined as follows.

1.
$$\frac{\text{Title IV Aid}}{\text{Total Aid Package}} = x/y$$
2. This fraction (x/y) will be applied to the total refund due.
3. The resulting amount is the amount of the Title IV Programs.

Queens' policy will be to distribute this amount of funds to Title IV Programs in the following order, in no case exceeding the total amount originally awarded from that fund.

- (1) SEOG
- (2) NDSL
- (3) Pell Grant
- (4) Other Programs

FINANCIAL AID

The New College at Queens makes every effort to meet the demonstrated need of students. Students must be enrolled half-time (six credit hours) at Queens in order to be eligible for any financial assistance. Although students who are employed may not qualify for grant assistance on the basis of need, the Student Aid Office will seek to determine sources of loan assistance whenever possible.

1. *Karl and Anna Ginter Fellowships* are full tuition awards available to degree candidates enrolled in the New College. Ginter Awards are made on the basis of academic promise, personal achievement, and outstanding character. Fellowship recipients must take a minimum of 12 credit hours per year (including summer) and must maintain a cumulative grade point average of 3.0. Each degree candidate is eligible to apply for a Ginter Fellowship from the date of his or her admission until the filing deadline in mid-July. After the first filing deadline has passed, the student is no longer eligible to apply. Applications are available through the Admissions or Financial Aid Office.

2. *Pell (BEOG) Grants* are available to eligible undergraduate students on the basis of financial need. The maximum grant is \$1,900 for full-time enrollment (12 hours), and varies depending upon enrollment status and financial need. Half-time (6 hours) enrollment is required. A student may submit the Student Aid Report to the Office of Financial Aid at Queens to determine the amount for which she or he is eligible. A signed copy of the 1983 income tax return may be required for documentation before the awarding of a Pell grant.

3. *Supplement Educational Opportunity Grants (SEOG)* are available on an annual basis to undergraduate students demonstrating need. These grants range from \$200 to \$2,000 and may be renewed from year to year depending on need.

4. *The College Work Study Program (CWSP)* assists qualified students to meet educational expenses through employment on campus during the academic year at a specified hourly rate. Eligibility for this program depends upon financial need.

5. *The National Direct Student Loan (NDSL)* program permits students with established need to borrow as much as \$3,000 during their first two years of enrollment, and up to a total of \$6,000 during the undergraduate programs. These loans bear a 5% annual interest rate during repayment. Repayment begins six months after the borrower ceases to be at least a half-time student and may extend over a period of 10 years. If the borrower enters certain public-service occupations, the loan may be canceled.

The amount of funds available under federal programs (PELL, SEOG, CWSP, NDSL) is determined annually by the U.S. Department of Education. Student's awards vary depending upon financial need and availability of funds.

Other Programs (State)

1. *The North Carolina Insured Student Loan Program* permits state residents enrolled at least half-time (6 hours) to borrow through the College Foundation, Inc. as much as \$2,500 per academic year, for an aggregate of \$12,500 for undergraduate study, at 8% annual interest. All students who have an adjusted gross income above \$30,000

are required to submit to a needs test in order to determine eligibility.

2. North Carolina Legislative Tuition Grants (NCLTG's) in the amount of \$750.00 per academic year are available to North Carolina residents pursuing their first bachelor's degree and enrolled for 12 credit hours per semester.

Tuition Remission-Ministerial

Tuition remission is available to any student who is the dependent or spouse of an active Presbyterian minister. Dependents of active ministers of the Presbyterian Church U.S.A. Synods of North Carolina and the Southeast, will receive a 20% tuition remission. Dependents of active ministers in all other Synods of the Presbyterian Church U.S.A. will receive 15% tuition remission.

To Apply

To apply for financial assistance, students must have been admitted to New College as degree candidates and must complete and submit two application forms:

1. The Queens College Application for Financial Aid, to be submitted to the Director of Student Aid, Queens College, Charlotte, North Carolina 28274.
2. The Financial Aid Form (FAF), to be submitted to the College Scholarship Service, Box 2700, Princeton, New Jersey 08541. The student should list Queens College, Charlotte, N.C., CSS Code 5560, as the institution to receive the report.

All forms are available from Queens' Office of Student Aid, located on the second floor of Burwell Hall. Applications for financial aid should be submitted by entering students as soon as possible. Notification of action by the college will be sent after Queens receives an

evaluation of the applicant's need from the College Scholarship Service.

3. A copy of their 1983 Income Tax Return may be required for verification purposes.

Financial Aid Policies

Most financial aid programs are renewable throughout undergraduate years if the recipient demonstrates satisfactory academic progress. The Student Qualifications Committee evaluates the progress of students at Queens and determines eligibility for continued enrollment according to the standards indicated under "Academic Standards" and "Eligibility to Continue". Students receiving federal Title IV financial aid funds must meet these minimum standards as well as a minimum credit hour accrual which indicates progress toward completion of a degree. Since these policies were under formulation at the time of this printing, separate statement of satisfactory progress standards for financial aid recipients will be issued to all financial aid recipients and upon request.

Students must reapply to the Financial Aid Office for assistance each year. The amount offered may vary from year to year depending upon availability of funds and need of students.

Financial aid recipients who withdraw during the school year will have their aid prorated according to the regulations governing withdrawal.

Queens reserves the right to review and modify an offer of financial aid should the recipient receive aid from other sources after Queens' program has been offered. All federal and state programs are subject to congressional and legislative change.

ACADEMIC REGULATIONS

Registration

Students are expected to register at the time specified for each term.

Registration after the scheduled time costs an additional \$5.

Drop and Add

The drop and add period is limited to the first week of class. A student must obtain permission from the Vice President for the Graduate School and the New College to drop a class. If a class is added in its place, no extra charge will be incurred.

A course may be dropped at no charge only prior to the first class meeting. After the first class has met, the student must withdraw from the course. A full refund of tuition cannot be made after a class has begun.

Withdrawal From A Course

Withdrawal from a course is a different process from that of dropping a course (described above). After the first class in a course has met, a student must obtain permission from the Vice President for the Graduate School and the New College to withdraw from the course and receive a grade of WP or WF.

The deadline for withdrawing from a course is one calendar week after the mid-point in any regular term.

Withdrawal from New College

A student wishing to withdraw from the College must notify the Vice President for the Graduate School and the New College in writing in order to maintain a good standing. Appropriate withdrawal forms are available in the

New College Office. Upon withdrawal from the College all grades in progress will be recorded as either WP or WF. If a student simply stops attending classes and does not notify the Vice President for the Graduate School and the New College before the end of the term, all grades will be recorded as F.

Students who will be unable to register for two consecutive major (Fall/Spring) terms should notify the Vice President for the Graduate School and New College and withdraw from the College. This will facilitate their readmission at a later date.

Other students who fail to enroll for two consecutive major (Fall/Spring) terms will be automatically withdrawn from the College. Withdrawn students must reapply through the Admissions Office in order to return.

The College reserves the right to require at any time the withdrawal of a student whose conduct or academic work is not considered satisfactory.

Transferred Credits

At the time of admission to the College courses taken previously at other schools will be evaluated by the Registrar who will determine the number of credit hours which will transfer toward a New College degree. After a student has been admitted to New College, he or she must request prior approval from the Vice President for the Graduate School and the New College and the appropriate department head for any course which the student wishes to take at another school and transfer back to New College. Courses taken without prior approval will not be accepted for credit.

Every degree candidate must complete at least 60 hours of his or her academic program at New College; however, stu-

dents who have not earned a bachelor's degree but who have earned more than 60 hours at the undergraduate level may apply through the Vice President for the Graduate School and the New College to the Student Qualifications Committee for a possible reduction of the 60-hour residency requirement.

For students who already hold a bachelor's degree from an accredited institution, the 60 hour residency requirement may be reduced to 30 hours pending the Registrar's evaluation and approval of the Vice President for the Graduate School and the New College.

The last 30 hours (equivalent to the senior year) **must** be taken at New College. Students who wish to take a portion of their last 30 hours at another school must request permission in writing from the Vice President for the Graduate School and the New College.

Term Load

The academic year for the New College consists of a Fall Term from late August to December; a January Term; and a Spring term from late January to May. A student who is employed full time may not take more than eleven academic credit hours without the written permission of the Vice President for the Graduate School and the New College.

Summer Term

The New College offers a summer term consisting of two six-week sessions and a twelve-week session held from the end of May through August.

Grades and Quality Points

Graduation requirements are based on both the quantity and quality of the student's work. New College uses the following system of grades and quality-point value per credit hour.

<i>Grade</i>	<i>Interpretation</i>	<i>Quality-Point Value</i>
A	Superior	4.0
B +	Very Good	3.5
B	Good	3.0
C +	Very Satisfactory	2.5
C	Satisfactory	2.0
D	Poor	1.0
F	Failing	0
P	Pass with a C or better	(0)
N/R	No Record	(0)
WP	Withdrew with a D or better	No effect on quality points
WF	Withdrew failing	No effect on quality points
I	Incomplete	May become A to F upon completion

A grade of I automatically becomes F if the student fails to make up incomplete work satisfactorily. A grade of I incurred during the Fall or January term must be removed by the end of the first two weeks of the following Spring term. An I incurred during the Spring term or Summer term must be removed by the end of the first two weeks of the following Fall term.

A student may request an extension of this period not to exceed the end of the immediately following semester. Permission is granted at the discretion of the instructor and must be filed in the Registrar's office.

Grade reports are sent at the end of each term. Mid-year reports may be issued in Terms I and II to indicate special difficulties in course work. Only final term grades are permanently recorded.

A student who has received an F for a course may repeat that course; the F will remain on the student's record in that case, but only the second grade for the course will be figured into the student's cumulative quality point average.

A student who has received a D for a course may repeat that course; the new

grade will be shown on the student's transcript; however, credit and quality points will be given for the original grade only.

Note: These are the only cases in which a student may register to enroll in the same course twice unless the course is listed "May be repeated for credit."

Pass/No Record

P/NR is a grading philosophy designed to encourage students to explore new areas. Courses selected by the student to fulfill the Distributed Requirements may be taken P/NR. P equals a grade of C or above; NR equals a grade of D or less. Courses taken for P/NR are not counted in the calculation of the student's quality point average.

Students may take up to a maximum of two courses a year on a P/NR basis, but may take no more than one course on a P/NR basis in any one term. The student must indicate when registering for the course that grading will be P/NR. Up to one week after the mid-point of the semester, however, the student may change the P/NR basis to a graded basis. Some courses specifically designated (for example, art studio, applied music) may not be taken P/NR. Unless a student obtains permission from the Vice President for the Graduate School and the New College a course in a major department may not be taken on a P/NR basis. Students planning advanced academic work should be informed that *Pass* grades may be interpreted as C by graduate institutions and an inordinate number of such grades may be looked upon with disfavor by graduate admissions committees.

Auditing Courses

With the written consent of the Vice President for the Graduate School and

the New College and the course instructor, a student may audit a course. Audit courses receive no credit, but do appear on college transcripts. Students must designate audit courses at registration. Drop/Add and Withdrawal procedures apply to audit courses. Auditors are expected to attend classes regularly. Cost for auditing a New College class is the same as taking the course for credit (\$110 per credit hour). Students who wish to audit a course must follow standard Admissions procedures.

Attendance Policies

The College expects students to attend all class sessions. Specific attendance policies for each course are set by the individual faculty member. The faculty member announces at the beginning of each term the policy he or she intends to apply in each particular course.

Examinations

The student's work is evaluated periodically. At the end of each term, evaluations—normally by written examinations—are made in all courses. Final written examinations are generally between two and three hours long. In 300 and 400 level courses the instructor may give the examination during the regularly scheduled time or ask for a take-out examination. The schedule for final examinations is established by the Registrar. Permission to change an examination schedule or to make up an examination must be granted by the Vice President for the Graduate School and the New College.

Student Rank

Students following a degree program and carrying the required term load are granted class rank according to their credit hours earned.

Class Rank	Credit Hours
Freshman	0-23
Sophomore	24-51
Junior	52-89
Senior	90-120

A *regular student* is one who is admitted as a degree candidate.

A *special student* is one who is admitted with a non-degree status and may enroll for a cumulative total of 15 credit hours. After completing 15 credit hours, a special student must apply for regular admission or receive special permission to continue. A student already holding a bachelor's degree may take an unlimited number of hours as a special student.

A *contract student*, a degree candidate at another institution, is enrolled for credit at Queens through arrangements with the institution which will ultimately grant the degree.

President's List

Each Fall a New College President's List is compiled and published naming those New College degree candidates who qualified during the previous academic year. The year begins in the summer and continues through Term I and January Term, and concludes with Term II.

Degree candidates who have no outstanding incompletes and who have completed a minimum of 12 hours on a graded basis during this time period with a cumulative quality point average of 3.50 or better are eligible for the New College President's List.

Graduation

It is the responsibility of each degree candidate to file notice of intent to graduate with the Office of the Vice-President for the Graduate School and

the New College two academic terms prior to the anticipated completion of all degree requirements. Students who plan to graduate in December 1985 should file notice by December 1, 1984. Students who plan to graduate in May 1986 should file notice by May 31, 1985. Students who plan to graduate in August 1986 should file notice by August 31, 1985.

Forms are available in the New College Office.

Graduation with Honors

The titles *summa cum laude*, *magna cum laude*, and *cum laude* are awarded by the college upon the recommendation of the Honors Committee and approval of the faculty. The title *summa cum laude* is awarded to students who have a grade point average of 3.850, and to students who have successfully completed an Honors Thesis and have a grade point average of 3.750; the title *magna cum laude* to students who have a grade point average of 3.650; and the title of *cum laude* to students who have a grade point average of 3.500. A student must have completed at least half the required hours for graduation at Queens College to be eligible for graduation with honors. His or her grade point average will be determined by work taken at Queens College.

Academic Standards

While New College makes every effort to encourage students and to assist those in difficulty, it is unfair to the student and to the college to retain anyone who fails to make reasonable progress.

Eligibility to Continue

The faculty of Queens College determines the academic standards which are administered by the Student Qualifications Committee. This committee

reviews each case of academic difficulty at the end of each term and determines the student's eligibility status.

When students fail to make satisfactory progress according to the guidelines stated in the catalog, the Student Qualifications Committee places various stipulations to encourage the student to meet the minimum standards. If the student does not meet the stipulations set, he or she will be subject to dismissal from the college. Following a full semester of absence from the college, a student may apply for readmission.

Probation

A student who does not maintain satisfactory scholastic standing may be placed on academic probation. A student is automatically on academic probation if his or her cumulative quality point average is below the following values for class standing.

Credit Hours	Minimum Cumulative Quality Point Average
0-12	1.500
13-23	1.800
24-37	1.800
38-51	1.900
52-70	1.900
71-89	2.000
90-120	2.000

Students on academic probation who receive the grade of incomplete (I) during Term I or Term II must complete the course work and receive a regular letter grade before the beginning of the following regular academic term (I or II).

A student on academic probation may petition the Vice President for the

Graduate School and the New College for exception from probation if the student has received a QPA of 2.500 or better for the previous Term I or II. The student who does not show improvement and fails to meet the scholastic standard may be asked to withdraw from the college.

Records of Progress

Records of Progress are kept by this institution on veteran and non-veteran students alike. Progress records are furnished to the students at the end of each scheduled term.

THE ACADEMIC PROGRAM

Academic Advising

In order to maximize the success of the student's educational experience, academic advising is available and encouraged for all New College students. The Coordinator for the New College is the primary advisor for all New College degree candidates. Students with special needs may be assigned a specific faculty advisor by the Vice President for the Graduate School and the New College.

It is the student's responsibility to schedule advising appointments with the Coordinator as often as necessary in order to plan course schedules for each term and to discuss current academic problems.

Though the College makes every effort to counsel the student in planning a program and selecting courses of study, the student is finally responsible for fulfilling all requirements for a degree.

Degrees

The New College at Queens offers a Bachelor of Arts degree with majors available in Business Administration, English, and Psychology; a Bachelor of Business Administration degree; a Bachelor of General Studies degree; and a Bachelor of Science degree with majors in Communications, Computer Science and Radiologic Technology. The New College also offers a sequence of courses in computer science leading to a certificate in Business Information Systems.

Degree Requirements

(1) A minimum of 120 credit hours in academic courses is required for a

degree, with a cumulative quality point average of 2.000 in all courses taken at New College and in all course work in the chosen field of concentration.

(2) At least 36 credit hours must be in courses of 300 level or higher.

(3) Every degree candidate must complete at least 60 hours of his or her academic program at New College, and must spend the equivalent of the last academic year (last 30 hours) at New College.

(4) A degree candidate pursuing a degree other than the Bachelor of General Studies must complete distributed requirements in six areas of concentration spread throughout the curriculum, these requirements amounting to 12 courses.

(5) A degree candidate must complete a minimum number of semester hours in the major (that number being stipulated under each major).

A student must fulfill the degree requirements set forth in the Catalog which is current when he or she first matriculates in the New College.

Educational Program

The educational program leading to a degree is composed of three interrelated parts: a program of distributed requirements, a major program, and a program of elective hours. The last may include the choice of a second major or one or two minors.

Distributed Requirements

The distributed requirements, totaling at least 36 hours, assist the student in developing a program of study which will be widely representative of liberal arts studies. With one exception (Area I) these courses may be taken at any time during the student's years of attendance.

<i>Area</i>	<i>Number of Courses (3 credit hours or more)</i>
I. Communication Skills I and II (<i>taken in freshman year</i>)	2
II. French, Spanish, Mathematics	2
*III. History, Philosophy or Religion	2
IV. Biology, Chemistry, Physics, Inter- disciplinary Science I and II	2
*V. Economics, Political Science, Psychology, or Sociology	2
*VI. Art, Literature, Music	2

*Courses to be chosen from two disciplines.

Major Program

The purpose of a major is twofold: to give the student the opportunity to go far enough into a field to achieve some mastery of it; and to enable him or her to acquire knowledge, skills, and attitudes which may be helpful in a vocation.

Minor Program

If a student chooses, it is possible to include one or two minors in an undergraduate program. The minor shall consist of a minimum of 18 hours in a department other than his or her major. The minor may be taken in any program so designated in the catalog. Minor programs must be approved by the advisor and the department concerned.

Bachelor of Arts

A major for the Bachelor of Arts Degree shall consist of no fewer than 30 credit

hours. No more than 40 hours in the major department shall be required for a major. A student may, however, at his own initiative take more than 40 hours in the major department. Specific requirements in the area of the major are stated under each department heading in the course descriptions.

Bachelor of Business Administration

The Bachelor of Business Administration shall consist of a minimum of 51 credit hours in business administration and economics courses, 24 of which must be upper division work at New College. A minimum of 63 credit hours of courses other than business and economics must also be completed. Specific requirements for the major are stated under the department heading.

Bachelor of General Studies

The Bachelor of General Studies is a flexible program designed to allow a student to structure a course of study to fit his or her own particular needs and circumstances.

The Bachelor of General Studies degree does not require the Distributed Requirements obligatory for the other bachelor's degrees.

Upon entering the program, the student will, with his or her faculty advisor's guidance, plan the appropriate course of study, subject to the final approval of the advisor's department, division chairman, and the Vice President for the Graduate School and the New College.

The area of emphasis may or may not be one of the specific majors offered in other degree programs. The elective hours chosen in consultation with the student's advisor will be determined by the individual emphasis.

Bachelor of Science

A major for the Bachelor of Science shall consist of no fewer than 36 hours. Specific requirements for the major program are stated under the department heading.

Elective Hours

Students must choose elective hours, in addition to distributed and major area requirements, to complete the hours required for graduation. Electives afford an opportunity to develop one or two minor programs, to study in fields which directly support the major program, and to gain knowledge in additional areas.

Certificates

A certificate is awarded upon completion of a specifically designed sequence of courses that enable a student to become proficient in an area without completing a major or minor. Certificates may vary in the number of hours required.

COURSES OF INSTRUCTION

Course Listings

Course listings give general information concerning the Distributed Requirements and requirements of the major programs. These requirements should be carefully noted by students when deciding on a major. Descriptions for all elective courses not listed in this *Catalog* will be published prior to each term and will be attached to the proposed course schedule.

Course Numbers

In general, courses numbered 100-299 are primarily for freshmen and sophomores; those numbered 300-499 are primarily for juniors and seniors. In specific cases, however, the individual student's ability and background rather than his or her class standing will determine the appropriate level of work.

Double numbers separated by a comma (e.g. 301, 302) indicate that the completion of both courses forms a desirable unit. Occasionally the first course is a prerequisite to the second.

Course Changes

New College at Queens reserves the right to change the course offerings and instructors indicated in this catalog without prior notice to persons who may thereby be affected. Every effort is made to help a student affected by a course change.

Distributed Requirements

Every candidate must complete 36 hours of distributed requirements to assist the student in developing a program of study which will be widely representative of the liberal arts.

Area I Communication Skills (2 courses)

Eng 101 Communications Skills I 3 Hrs.

This course will emphasize the development of the student's critical standards, and will stress the ability to use research techniques. Some reading will be done to provide thematic content to the course.

Eng 102 Communications Skills II 3 Hrs.

Course designed to help freshmen to write, read, and speak clearly. Part of the semester will be devoted primarily to speech. The rest of the semester will be devoted to teaching the student how to organize and write an effective short essay. Reading material will be used to stimulate the students' critical insights and to provide thematic content.

Prerequisite: English 101

Area II Mathematics or Foreign Language

Two math courses or 2 courses in a foreign language are required.

Math 105 Finite Mathematics 3 Hrs.

Statements, connectives, truth-tables and valid arguments; sets and their relation to statements; partitions and counting problems; probability and matrices.

Math 206 Statistical Methods

Introduction to the concept of statistical inference with emphasis on applications using the normal, t, chi-square, and F distributions. Primarily for persons concentrating in the behavioral or social sciences.

Prerequisite: Mathematics 101 or 105 or 113.

For additional Math courses see Computer Science and Mathematics section.

French 101, 102 Elementary French 3 Hrs., 3 Hrs.

Presentation of the basic structure of the language; first term emphasis on the spoken language; second term, the use of the written language for communication and comprehension. French 101 may fulfill distributed requirements, Area II, upon satisfactory completion of French 102.

Spanish 101, 102 Elementary Spanish

3 Hrs, 3 Hrs.

Presentation of basic grammatical structure with emphasis on correct oral and written use of the language; introduction to the Hispanic civilization. Spanish 101 may fulfill distributed requirements, Area II, upon satisfactory completion of Spanish 102.

***Area III History, Philosophy, or Religion (2 Courses)**

History 101 World Civilization to 1650

3 Hrs.

A survey of the history of civilizations from the ancient world to the European crises of the seventeenth century, with emphasis upon the political, social, and intellectual development of Western civilization.

History 102 World Civilization Since 1650

3 Hrs.

A survey of the history of civilization from the end of the religious wars and the emergence of the great European powers to the crises of the twentieth century and nuclear age, with emphasis generally upon the political, social, and intellectual development of Western civilization.

History 203 The United States to 1877

3 Hrs.

Rise of an American tradition; establishment of a nation; economic and social developments; expansion and sectional controversy; war and reconstruction.

History 204 The United States Since 1877

3 Hrs.

Settling the West; the triumph of business; reform movements and foreign affairs; the New Deal era; the Cold War era.

Phil 203 Introduction to Philosophy

3 Hrs.

Introductory study of the perennial questions of philosophy and the various methods by which philosophy has tried to answer them.

Phil 204 Philosophy of Religion

3 Hrs.

Introductory study of some of the major areas of concern related to religious experience and values; development of a critical understanding of the nature of religion and such beliefs as God, freedom, evil, and the nature of man; and the relationship of religion to other human values.

Phil 205 Elementary Logic

3 Hrs.

A study of deductive logic in its development from traditional Aristotelian logic to contemporary symbolic logic. Emphasis on learning valid reasoning procedures, the fallacies of language, and problem solving using the terms of symbolic logic. Methods and fallacies of scientific method and inductive reasoning also discussed.

Phil 207 Ethics

3 Hrs.

Study of the theories and writers in moral philosophy; practical questions considered in the context of major questions of good, duty, right; consideration of problems in social ethics; and the critical analysis of contemporary moral problems.

Rel 103 Introduction to the Study of Religion

3 Hrs.

Development of awareness of the nature of religion, of some basic religious issues, and of methods for studying religion through the reading of selected works.

Rel 205 The Old Testament

3 Hrs.

Introduction to the nature of the biblical writings and to methods of Bible study. The history, literature, and faith of the people in Israel as seen in the Old Testament.

Rel 206 The New Testament

3 Hrs.

The history, literature, and faith of the early Christian community as seen in the New Testament.

Students intending to take six hours in the Bible should enroll in 205 prior to 206.

Area IV Natural Sciences (2 Courses)

Bio 103 Principles of Biology

4 Hrs.

An introduction to the principles underlying the activities of living organisms; origin of life; molecular biology; cell structure and function; heredity. Laboratory emphasizes the scientific method.

Three hours lecture and three hours laboratory a week.

Prerequisite: High School Chemistry or Chemistry 101.

Bio 104 Plant Biology

4 Hrs.

Morphological survey of the plant kingdom; study of life cycles emphasizing evolutionary changes; consideration of economic aspects.

Three hours lecture and three hours laboratory a week.

No Prerequisite

Bio 106 Animal Biology

4 Hrs.

Survey of the animal kingdom; study of the organization and activities of animals with emphasis on man; the evolution of animal life.

Three hours lecture and three hours laboratory a week.

No Prerequisite

Physics 101, 102 General Physics

4, 4 Hrs.

Beginning course in physics covering the fundamental principles of mechanics, heat, sound, light, electricity and magnetism, and atomic physics.

Prerequisite: Elementary algebra and plane geometry; Physics 101 is prerequisite to Physics 102.

Three hours lecture and three hours laboratory each week.

Env. Sci. 101, 102 Environmental Science

3, 3 Hrs.

A study of the environmental issues confronting our present society: energy, population, pollution, natural resources, food production, materials production, waste disposal, transportation. Certain scientific principles are considered to the extent necessary for a basic understanding of the environmental problems, and some attention is given to the role of science in the development of and attempted solutions to these problems.

Major topics included in Environmental Science 101 are the earth and its place in the universe, the generation of electric energy, air pollution, thermal pollution, radioactive wastes and their disposal. Topics in Environmental Science 102 include land use, food production, population, water pollution, food additives, the urban and suburban environment, solid wastes, noise pollution, transportation.

These courses are intended primarily for non-science majors. They will be taught by a team of instructors selected from the biology, chemistry, and physics departments. Environmental Science 101, 102 will fulfill the Area IV Distributed Requirements.

Prerequisite: Environmental Science 101 or a college level physical science course is prerequi-

site to Environmental Science 102.

Three hours lecture, two hours laboratory a week.

***Area V Economics, Sociology, Political Science or Psychology (2 courses)**

Econ 203 Principles of Macroeconomics

3 Hrs.

Introductory survey of aggregate economic principles; the scope and method of economics; business organizations; money and prices; national income theory; economic stabilization policies and international trade.

Econ 204 Principles of Microeconomics

3 Hrs.

Survey of economic principles, dealing with specific components of the economy and their application to economic problems; basic demand and supply theory; the theory of production and income distribution; agriculture, government regulation, and labor organizations.

Prerequisite: Econ 203

Pol Sci 100 Introduction to Political Science

3 Hrs.

An introduction to basic concepts describing political activity to the language and different approaches used in political science, and to the subfields of the discipline with emphasis upon comparative politics, international politics, empirical and normative political theory, public administration, and law and judicial behavior.

Pol Sci 201 American Politics

3 Hrs.

Political institutions and behavior; introduction to the Presidency, Congress, Supreme Court; political parties and pressure groups as actors in politics; conservatism and liberalism as motivating philosophies.

Soc 203 Principles of Sociology

3 Hrs.

Basic concepts and principles of sociology; relationships and meaning of culture, society, personality, and inter-action; analysis of group structure and social organization.

Psych 201 General Psychology

3 Hrs.

Survey of the field of psychology emphasizing the results of scientific investigations in the area of behavior.

***Area VI Art, Literature, or Music (2 courses)**

Art 101 Introduction to Art

3 Hrs.

Designed for the student with no experience who wishes to gain some understanding of fundamental concepts necessary for the visualization of an idea. Involve aspects of lecture and studio procedure. Concepts of line, value, form, structure, space and color will be introduced through periodic slide presentations. Exploration of such media as pencil, pen and ink, charcoal and acrylic paint. Subject matter: still-life and landscape.

111 Ancient to Early Renaissance Art

3 Hrs.

Survey of stylistic developments in architecture, sculpture, painting, and the minor arts of the Mediterranean and European countries from prehistoric times to approximately 1500 A.D.

112 High Renaissance Art to the Present Time

3 Hrs.

Survey of stylistic developments in architecture, sculpture, painting, and the minor arts of Europe and America from approximately 1500 to the present day.

Prerequisite: Art 111, or permission of instructor.

307 Art in the United States

3 Hrs.

Study of the architecture, sculpture, painting, and minor arts of the Colonial period through the present, supplying courses in American social and political history.

Prerequisite: Art 111, 112 or permission of instructor.

328 Nineteenth-Century Painting

3 Hrs.

Study and analysis of painting from the time of David through the Post-Impressionists and resulting influence upon the development of art in the 20th century.

Prerequisite: Art 111, 112 or permission of the instructor.

329 Twentieth-Century Painting

3 Hrs.

Historical study of international artistic expressions of the 20th century and discussions of trends and aesthetics of contemporary art.

330 The Age of Rembrandt

3 Hrs.

An extensive survey of painters and paintings in seventeenth-century Holland, including such figures as Frans Hals, Rembrandt, and Jan Vermeer. Focus on the development of various categories of Dutch painting: seascape, still-life, landscape, group portraiture, interior scenes. Attention given to the general background of ideas and events which shaped this national art.

Prerequisite: Art 111, 112, or permission of the instructor.

Eng 201 Introduction to Literature

3 Hrs.

Selected American, English, and European fiction, and drama; interpretive reading and writing based on literature; class discussions, individual conferences, and short papers. Course is prerequisite to all English courses numbered 300 and above, except in certain cases, with approval of instructor.

Eng 217 Backgrounds to Western Literature

3 Hrs.

A study of the classical and biblical backgrounds which figure so importantly in the development of the Western literary tradition. While some consideration will be given to the historical and philosophic nature of the works studied, the emphasis will be on the works as great literature. Included will be a study of the Bible, Greek drama, the Homeric epic, and Aristotle's Poetics.

Open to freshmen, sophomores, and students not concentrating in English, as well as students concentrating in English.

Music 100 Introduction to Music

3 Hrs.

Study of the basic materials of music, survey of the important composers and examination of selected masterpieces with reference to cultural background; technical knowledge of music not necessary for enrollment.

Music 207 Music in America

3 Hrs.

A survey of music and musical practices in the United States from colonial times to the present, with particular emphasis on those inherent qualities which have permeated America's serious and popular music over the past three centuries. No musical background necessary.

***Courses must be chosen from two different disciplines**

Business and Economics

The Division of Business Administration and Economics provides the broad education and understanding essential for responsible administrative, research, and technical careers in business and government. Within the division, professional courses treat subjects affecting firms and organizations and their responsibilities to the owners, employees, customers, and society in general.

Courses offered in the Department of Business Administration provide for the study of principles which govern business practices and procedures.

Careers

A major in business administration prepares the student for a career in banking, commerce, industry, and government; and for graduate study in accounting, finance, management, marketing, or related professional fields.

Bachelor of Arts (B.A.) Degree (Business Administration Major)

To earn the B.A. degree with a major in business administration, a student must take at least 36 credit hours in business administration courses, 18 hours of which must be upper division work on this campus.

Requirements for the B.A. (Business Administration Major): Computer Science 101; Mathematics 101 or 105 or 113, and 206; Economics 203 and 204; Business Administration 207, 208, 305, 320, 321, 322, 324, 328, 340, 360, 421, and 485.

Bachelor of Business Administration (B.B.A.) Degree

To earn the B.B.A. degree, a student must (a) take at least 51 credit hours in business administration and economics courses, 24 credit hours of which must be upper division work on this campus, and (b) take at least 63 credit hours of courses other than business administration and economics.

Bachelor of Business Administration degree candidates may major in business administration by formally declaring business administration as their major, preferably in the freshman year.

Requirements for the B.B.A. (Business Administration Major): Computer Science 101; Mathematics 101 or 105 or 113, and 206; Economics 203 and 204; Business Administration 207, 208, 305, 320, 321, 322, 324, 328, 340, 360, 420, 421, 485, and two 300-level (or above) business electives.

Business Administration Minor

A minor in business administration consists of the following courses: Economics 203 and 204; Business Administration 207, 208, 305, 321, 340, and 360.

Distributed Requirements and Other Suggested Courses

The Distributed Requirements for Area II may be met by Mathematics 206 and one additional mathematics course. The requirement for Area V may be met by Economics 203 or 204, and one of the following courses: Political Science 101 or 201, Psychology 201, or Sociology 203.

Other suggested courses include Computer Science 112, 211, 305, 326, and 434; Mathematics 113; Psychology 201, 303, and 311; Political Science 202 and 324; Sociology 203, 325, and 340.

Business Administration

115 Introduction to Business

3 Hrs.

An introduction to each of the principal areas of the business curriculum: Accounting, Finance, Management, and Marketing, as well as the role of business in American society and the nature of the private enterprise system.

207 Financial Accounting I

3 Hrs.

An introduction to financial accounting principles. Topics to be covered include recording of transactions, preparation of various journals, posting of ledgers, and preparation of income statements and balance sheets.

208 Financial Accounting II

3 Hrs.

An introduction to the theory, methods, and uses of accounting information in solving business problems. Topics include accounting for partnerships, corporations and income taxes.

Prerequisite: Business Administration 207.

230 Entrepreneurial Ventures

3 Hrs.

A study of the methods used to determine the feasibility of successfully establishing a company in a specific industry or market. Financial, marketing, organizational, competitive, governmental, and demand factors will be analyzed. Each student will prepare a feasibility study for a new venture.

231 Establishing an Entrepreneurial venture

3 Hrs.

Focuses on business plan development for entrepreneurial ventures. Topics covered include attracting seed and growth capital from venture capitalists, investment or commercial banks, or government sources; alternative organizational forms; and legal and tax considerations. Each student will prepare a business plan for establishing a new company.

Prerequisite: Business Administration 230.

232 Managing Entrepreneurial Ventures for Growth

3 Hrs.

A study of the techniques used to manage a company which is planning for growth or which has experienced growth. The basic areas of marketing, operations, personnel, finance/accounting, and legal considerations will be analyzed with special attention given to the external market and competitive environments.

Prerequisites: Business Administration 230 and 231.

305 Business Law I

3 Hrs.

An introduction to law with an emphasis on the legal rights and duties of the individual engaged in business. Topics to be covered include contracts, sales, personal property, and bailments.

Prerequisite: Sophomore standing.

307 Intermediate Accounting I

3 Hrs.

A study of financial accounting theory along with generally accepted accounting principles. Topics include special problems of presentation in regard to cash, receivables, inventories, plant, and equipment.

Prerequisites: Business Administration 207 and 208.

308 Intermediate Accounting II

3 Hrs.

A continuation of the study of financial accounting theory along with generally accepted accounting principles. Topics include special problems of presentation in regard to liabilities, leases, pensions, equity, income taxes, earnings per share, and changing prices.

Prerequisite: Business Administration 307.

311 Cost Accounting

3 Hrs.

A study of cost account systems including problems of cost determination. The course will emphasize the development of techniques for use in managerial decision making such as standard costs and budgeting. Other topics include cost-benefit analysis, break-even analysis, and capital budgeting.

Prerequisites: Business Administration 207 and 208

313 Auditing

3 Hrs.

A study of auditing standards as they relate to internal, external, and public sector auditing. Topics to be covered include auditing theory and ethics, responsibilities and legal liability, audit evidence, audit method, and the audit report.

Prerequisites: Business Administration 307 and 308.

315 Business Law II

3 Hrs.

A continuation of the study of law as it impacts the individual engaged in business. Topics include agency, partnerships, corporations, real property, and government regulation of business.

Prerequisite: Business Administration 305.

316 Federal Taxation

3 Hrs.

A comprehensive study of the federal tax system. Topics include income, deductions, credits, and exclusions.

Prerequisites: Business Administration 207 and 208

317 Advanced Accounting

3 Hrs.

An advanced study of financial accounting theory and application. Topics include external reporting, consolidations, partnerships, governmental accounting, and fiduciary accounting.

Prerequisite: Business Administration 308

320 Business Ethics

3 Hrs.

Analysis of business policies and practices with respect to their social impact; patterns of governmental regulations; political activities of trade associations and other special-interest groups; the relationship between public policy and the growth of corporate enterprise; and the social responsibilities of business management.

321 Production/Operations Management

3 Hrs.

The management process applied to the design and operation of a production system, with production viewed as a function of the business rather than strictly a manufacturing activity. Topics include the planning, organizing, and controlling functions of management; forecasting, facility location and layout; job design and scheduling; quality control and inventory control.

322 Quantitative Methods with Computer Applications

3 Hrs.

An introduction to practical quantitative techniques that can be successfully applied to management problems. Techniques covered include decision trees, linear programming, inventory models, simulation, and network models. While most of these techniques are available in various computer software packages and the computer will be used to some degree, the emphasis in this course is on developing a basic understanding of the concepts and techniques themselves.

Prerequisites: Mathematics 206, Computer Science 101 or premission of the instructor.

Note: Students may take this course as Computer Science 322.

324 Report Formulation and Presentation

3 Hrs.

Basic techniques of business research; report preparation and presentation, both written and oral. Emphasis on organization, clarity, brevity, style, and use of visual aids.

326 Systems Analysis, Design, and Implementation

3 Hrs.

Developing systems to meet the need of an organization, training managers in design capabilities and limitations of information systems, beginning training for professional systems analysts, and providing techniques for facilitating the implementation process.

Prerequisites: Computer Science 102 or 112 or permission of the instructor.

Note: Students may take this course as Computer Science 326.

328 Information Processing Systems for Management

3 Hrs.

This course provides students with a basic understanding of information processing systems for management. The primary focus of the course is on the development and administration of information systems and on computer applications, with only a brief overview of hardware, software, peripherals, and communications.

Note: Students may elect to take both Business Administration/Computer Science 326, Systems Analysis, Design and Implementation, and Business Administration/Computer Science 434, Management Information Systems, in lieu of Business Administration 328, Information Processing Systems for Management. Students who have taken 326 and 434 may not take 328 for credit.

331 Personnel Administration

3 Hrs.

A study of the personnel function in the organization. Topics covered include job design, staffing, performance appraisal, training and development, compensation, and collective bargaining. Current topics in the law (OSHA, Fair Employment Regulations, etc.) which affect the personnel function are considered.

Prerequisite: Business Administration 321 or 314 or 333.

332 Complex Organizations

3 Hrs.

Analysis of the nature and types of complex organizations and their significance in modern life and societies. Designed to acquaint the student with the concepts, theories, and research methods appropriate to organizational sociology. Particular attention is given to the consequences of differential structures for human behavior.

Note: Students may take this course as Sociology 332.

333 Principles of Management

3 Hrs.

A basic survey of management theory with

emphasis on the functional and task requirements of management, and behavioral considerations. Specific topics include the planning, organizing, and controlling functions of management; contemporary models of organizational design; motivation and performance; and group behavior and influence processes.

Students who have taken BA 314 may *not* take BA 333 for credit.

340 Marketing

3 Hrs.

A study of the interrelationship between marketing functions and the other primary functions of firms or organizations. An analytical survey is made of the problems of product planning, pricing, promotion, channels of distribution, and legislation affecting marketing activities as related to the satisfaction of the individual consumer and societal wants and needs.

351 Consumer Behavior

3 Hrs.

An overall view of some of the basic perspectives of consumer behavior. An interdisciplinary approach will be stressed including the fields of economics, psychology, sociology, and anthropology, as related to marketing. Emphasis is placed on the fundamental processes of motivation, perception, and learning, as well as analysis of individual and group influences as related to the marketing of goods and services.

Prerequisite: Business Administration 340.

353 Promotion Management

3 Hrs.

A study of the promotion activities of personal selling, advertising, public relations/publicity, and sales promotion as part of overall marketing strategies and budgets.

Prerequisite: Business Administration 340.

360 Corporate Finance

3 Hrs.

Introduction to basic concepts, principles, and analytical techniques of financial management. Emphasis on planning and managing assets. Topics include formulating financial objectives, short-term financial analysis, financial forecasting and planning, current asset management, elementary capital budgeting and cost of capital, the nature of long-term sources of funds, analysis of risks in financial decisions involving alternative investment options, mergers and acquisitions, problems in valuation, dividend policy, financial leverage, and determination of optimal capital structure.

Prerequisites: Business Administration 207 and 208, Economics 203 and 204, and Mathematics 206.

372 Personal Financial Management

3 Hrs.

A study of the management of personal and family affairs. Includes income and expenditure planning, credit and borrowing, personal savings, taxes, insurance, social security, investing, and retirement and estate planning.

420 Comparative International Business Practices

3 Hrs.

Survey and analysis of similarities and differences in management and business practices in selected countries drawn from diverse parts of the world. Evaluation of socio-economic, political, legal, educational, and cultural factors on managerial decision making and business practices in specific environments. Some use of case analysis.

Prerequisites: Economics 203 and 204, Business Administration 321 or 314 or 333, and 340.

421 Organizational Behavior

3 Hrs.

An examination of the behavioral aspects of organizations within our society. Specific topics include the interrelationships between the individual, informal and formal groups; group formation, cohesiveness, conformity, norms; interpersonal communications; conflict; authority, power and influence; leadership, motivation and performance.

Prerequisites: Business Administration 321 or 314 or 333.

432 The Entrepreneurial Enterprise

3 Hrs.

A study of the characteristics which distinguish an entrepreneurial enterprise from the concepts of the small business and the large firm. Present and past case histories will be used to examine the risks and opportunities facing the entrepreneurial firm. The methods used to determine the feasibility of successfully establishing a company, and for developing a business plan for entrepreneurial ventures will be studied.

Prerequisites: Business Administration 321, 340, and 360, or permission of the instructor.

434 Management Information Systems

3 Hrs.

File organization and security with implementation in an appropriate language, data base management systems, management use of computers for data processing, planning and decision making.

Prerequisite: Business Administration 326.

Note: Students may take this course as Computer Science 434.

452 Marketing Management

3 Hrs.

A study of the marketing strategies used by management under a variety of circumstances and within a variety of business and organizational settings. The case analysis method is utilized.

Prerequisite: Business Administration 340.

453 Marketing Research

3 Hrs.

An introduction to the research and methods used in the marketing process. Areas given emphasis include sources of market data, sampling surveys, interpretation of data, and the relationship of market research to the policies and functions of a business.

Prerequisite: Business Administration 340

454 International Trade

3 Hrs.

A study of international payments, international economic theory, contemporary economic nationalism, international investment and currency problems, and the commercial policies of foreign countries.

Prerequisites: Economics 203 and 204.

Note: Students may take this course as Economics 454.

470 Principles of Investment

3 Hrs.

A study of the economic and investment environment as it relates to security investment decisions. Introduction to the concepts and techniques relevant to the formulation of investment objectives, strategies and policies for individual and institutional investors. An elementary treatment of portfolio theory and the capital asset pricing model.

Prerequisite: Business 360

472 Seminar in Financial Management

3 Hrs.

In-depth treatment of advanced problems in managerial finance. Topics include working capital management, capital budgeting, cost of capital, valuation, dividend policy, and long-term financial management. Extensive use of cases.

Prerequisite: Business Administration 360.

485 Business Policy

3 Hrs.

Designed to develop analytical skills in strategy formulation and implementation, and an integrated view of business operations. Provides a basic grasp of policy problems in a variety of business and governmental settings through the use of case studies.

Prerequisites: All courses required for the business major or permission of the instructor.

492 Current Topics

3 Hrs.

Course designed to investigate and/or evaluate current topics or specialized areas of business. Course topic is to be announced the semester preceding the offering.

Prerequisite: To be designated for each specific course offered.

495 Independent Research/Study

1 to 3 Hrs.

A program of directed readings or a research project requires approval of the supervising professor, the division chairman, and the Vice President for the New College. Open to business major seniors with a 3.00 GPA in the Business Major.

Economics

203 Principles of Macroeconomics

3 Hrs.

Introductory survey of aggregate economic principles; the scope and method of economics; business organizations; money and prices; national income theory; economic stabilization policies and international trade.

204 Principles of Microeconomics

3 Hrs.

Survey of economic principles, dealing with specific components of the economy and their application to economic problems; basic demand and supply theory; the theory of production and income distribution; agriculture, government regulation, and labor organizations.

Prerequisite: Economics 203 or permission of the instructor.

300 Current Topics or Specialized Areas of Economics

3 Hrs.

Courses designed to investigate and/or evaluate current topics or specialized areas of economics. Course topics are announced the term preceding the offering.

Prerequisite: To be designated for each specific course offered.

345 Intermediate Microeconomic Theory

3 Hrs.

The study of resource allocation in the determination of optimum output and pricing by a firm. Emphasis includes utility production functions and the application of microeconomic theory given various market conditions.

Prerequisite: Economics 204.

350 Intermediate Macroeconomic Theory

3 Hrs.

The study of the measurement and composition of the Gross National Product, the factors determining its size and growth, and the policy measures by which Government can influence its size, composition and development.

Prerequisite: Economics 345.

351 Money and Credit

3 Hrs.

Study of the fundamental principles and practices of the money and credit systems of the United States: financial institutions; commercial banking; the Federal Reserve System; monetary theories and policy.

Prerequisites: Economics 203 and 204; Business 207 and 208.

360 Mathematical Economics

3 Hrs.

The study of economic processes using the tools of calculus to model economic phenomena.

Prerequisites: Economics 350; Mathematics 114.

454 International Trade

3 Hrs.

A study of international institutions, international trade theory, monetary relations, and policy issues. Topics covered include import and export practices, multinational corporations, tariff and trade restrictions, balance of payments and reserve currencies.

410 Econometrics

3 Hrs.

Mathematical modeling of economic phenomena.

Prerequisite: Economics 360.

420 History of Economic Thought

3 Hrs.

The study of the development of economic thinking from the Renaissance to modern times, with attention to the historical background against which major economic thinkers worked and the impact of their ideas on public policy.

Prerequisites: Economics 203 and 204.

Communications

This degree is designed for the student who wishes to pursue a career in corporation, non-profit organization, or media communications. The program allows for selection of courses which emphasize writing skills, advertising, public relations, marketing and promotions.

Careers

Students take work in applied communication where through informed practice, they improve their communications skills. With related work in mass communication, the social sciences, English, journalism and business administration, this major equips the student to pursue a broad range of careers in the communications field.

The student is encouraged to complete basic courses in the functional areas of business as well. The combination of an understanding of business and economics with the ability to write is a powerful combination. The student could also combine this major with other areas such as the natural sciences for a career in scientific and technical writing.

Major

A major in Communications leads to a Bachelor of Science degree. The requirements for the Communications major are as follows: Core courses are Communications 110, 207, 209, 305, 307, 415; Business 324; English 301, 302, 331, 332; and a 300 level History course.

Students must select an additional four courses in one of the suggested concentrations, or may elect four courses (a minimum of 12 hours) to be approved by the advisor. The student's background and career orientation is to be considered in course selection.

Advertising Concentration (choose four): Communications 360 (Media Planning), Business 351, 453, 492 (Advertising); Art 355, 365, or 327.

Corporate Communications and Public Relations Concentration (choose four): Communications 360 (Media Planning); Business 328, 340, 351, 353, 453, or 492 (Public Relations, Business and Professional Speaking).

Media Concentration (choose four): Communications 204, 304, 310, 360 (Free Lance Writing), 308, or 361.

A total of 48 hours is required for the major.

Recommended courses are: Business 115, 207, 208; Economics 203; Sociology 203; Secretarial Science 101 and 102 (typing speed of 40 wpm minimum); History 203 and 204; Political Science 201; Psychology 201, 303; DAS 103, 250; Humanities 211, 212, 213, 214; French 201 and 202 or Spanish 201 and 202; Philosophy 203, 205, and 207.

Minor

The requirements for the Communications minor are as follows: Communications 110, 207, 209, 305; Business 324; and two electives to be approved by the advisor. For students who are not English majors, English 201 is required.

103 Voice and Diction

3 Hrs.

An analysis of each student's voice, articulation and pronunciation with the aim of identifying and correcting non-standard speech habits. Through use of the International Phonetic Alphabet and language laboratory equipment, concentration will be centered upon the perfection of vowels, diphthong and consonant sounds. Directed exercises will give the student practice in the improvement of voice and diction. Dialectical problems are analyzed and corrected.

Note: Students may elect this course as Dramatic Art and Speech 103.

110 Introduction to Mass Communications

3 Hrs.

An introduction to the major fields of communications (television, radio, film, newspapers, magazines, advertising, and public relations) and to the importance of communications in modern American society. Some attention will be paid to the history of the media and to the laws, pressure groups, and regulatory agencies which influence them.

204 Introduction to News Writing and Editing

3 Hrs.

Study of newspaper methods and the techniques of news writing, with some emphasis on elementary problems of editing and makeup.

Prerequisites: Communications 110 and English 101 and 102, or permission of the department.

207 Expository Writing I

3 Hrs.

Expository writing based upon topics and readings to be assigned by the instructor. The student will be expected to write knowledgeable expository prose based upon thought, reading, and research.

Prerequisites: English 101 and 102, or permission of the department.

Note: Students may elect this course as English 207.

208 Expository Writing II

3 Hrs.

A continuation of Expository Writing I for those students who need or wish further experience in developing their writing.

Prerequisite: Communications 207, or permission of the department.

Note: Students may elect this course as English 208.

209 Techniques of Communications Production

3 Hrs.

The course includes electronic news gathering theory and electronic field production theory with some hands-on experience in production. Introduction to the applications of video in advertising and public relations, including techniques of production and editing video, audio, and film. Introduction to multi-image presentations, including some script writing and the use of a word processor. Basic operation and maintenance will be stressed.

Prerequisite: Communications 110 and 204.

231 History of Film

3 Hrs.

Introduction and historical analysis of the development of cinema; aesthetics and techniques, movements and genres, makers and performers.

Film-viewing and optional film-making.

Note: Students may elect this course as Dramatic Art and Speech 231.

232 Film Criticism

3 Hrs.

Study of the nature of film as an art form with detailed discussion of individual films. An analysis of the backgrounds of film-making with some actual use of film equipment.

Prerequisites: Communications 110 and English 102, or permission of the department.

Note: Students may elect this course as Dramatic Art and Speech 232.

304 Advanced Writing for the Media

3 Hrs.

Advanced study of the techniques of writing for the media, with emphasis on the development of specialized skills and research techniques.

Prerequisites: Communications 204 and 207.

305 Organizational Communication

3 Hrs.

Nature and function of communications in organizations; includes information flow and processing, communications networks, role relationship, decision making and writing in formal organizations.

307 Advanced Composition

3 Hrs.

Study of principles of writing with special attention to observation and reflection, form and meaning, modern usage, and effective expression.

Prerequisite: Communications 207.

Note: Students may elect this course as English 307.

308 Creative Writing

3 Hrs.

Practice in writing and in criticism of the essay, short story, and poem in view of a final piece of sustained related work for students with interest in and aptitude for composition.

Prerequisite: Communication 307, or permission of the department.

Note: Students may elect this course as English 308.

310 Television Production

3 Hrs.

The student will learn the essentials of television studio production, including scripting, staging, lighting, set design, story board preparation, etc. The student will study the various roles involved in television production; such as director, writer, editor, and lighting engineer; and will gain some hands-on experience in work on a production using the available equipment.

Prerequisites: Communications 110, 209, or permission of the department.

350 Independent Study in Communications

3 Hrs.

This course involves an independent investigation of a period in the history of mass communications or of the influence of mass media on contemporary culture or of a topic related to other particular facets of the study of mass communications: for example, journalism, television, radio, magazines, advertising, or some aspect of American popular culture. Open to junior and senior majors with a 3.00 average in communications.

Prerequisites: Communications 110, 204, and permission of the department.

360 Topics in Communications

3 Hrs.

Intensive consideration of a single topic in communications. The topic for the course will vary from term to term and may range from a consideration of the work of a single individual to a study of a general movement. Open to majors and to others with the permission of the department. May be taken twice with different subtitles.

361 Topics in Journalism

3 Hrs.

Intensive consideration of a single topic in journalism. The topic for the course will vary from term to term and may range from a consideration of the work of a single individual to a study of a general movement. Open to majors and to others with the permission of the department.

May be taken twice with different subtitles.

400 Communications Professional Internship

3 Hrs.

This course involves a period of work-study in some aspect of communications—a radio or television station, a newspaper office, an advertising agency, the editorial office of a magazine—as circumstances dictate. Each student will be evaluated by the supervising agency and will write a personal evaluation of the work experience. May be taken for up to nine hours of credit. Open to junior and senior majors only.

Prerequisite: Communications 110, 204, 207, and permission of the department.

415 Media Ethics

3 Hrs.

Analysis of media policies and practices with respect to their social impact; governmental regulation of the media; libel laws; pressure groups and their influence; the social responsibilities of media management; other ethical issues confronting persons in communications. Required of all senior majors.

Art

327 Photography

3 Hrs.

Photography used as an expressive medium and as a tool for exploring visual experience. Emphasis will be on selection and treatment of subject matter. Students will learn necessary skills in photographic technique and be acquainted with the historical development of photography.

Six hours studio a week. Supply Fee \$35.

355 Graphic Design

3 Hrs.

A study of the history, forms, processes, and application of graphic communication, with emphasis upon concepts and techniques, and including the study of type indication.

Six hours studio a week. Supply Fee \$35.

Prerequisites: Art 104, 133, 204.

365 Graphic Design II

3 Hrs.

Intermediate level study of graphic design concepts and techniques, continuing the development of theory and expertise begun in Graphic Design I.

Six hours studio a week. Supply Fee \$35.

Prerequisite: Art 355.

English and Business courses required for the Communications major are listed under the appropriate department heading.

Computer Science

Careers

Major study in computer science provides basic preparation leading to computer-related work in business and industry, research and consulting, teaching, and graduate study in computer science. For a description of the Queens College computer facilities see page 8.

Major

Students may major in computer science by formally declaring their intention. The computer science major leads to a Bachelor of Science (B.S.) degree.

Requirements for the major: Computer Science 101, 102, 200, 240, 305, 330, 410, 430; three courses elected from the 300-400 level not including 322. Students majoring in this program are required to take Mathematics 113, 114, 209, 213, 303, 306, 409, and Physics 101, 102.

Minor

A minor in computer science consists of two options:

(1) *Systems option*, with requirements of: CS 101, 102, 200, 305, 330, and nine hours from 200-300-400 level courses with at least one 400 level course. Mathematics 409 may be used as one of these electives.

(2) *Business option* with requirements of CS 101, 112, 211, 322, 326, 434, and six hours from 200-300-400 level courses.

Business Information Systems Certificate

The Business Information Systems Certificate is designed for the person who needs expert working knowledge of computers in his or her work but not a

computer science major or minor. Students may pursue certification in business information systems by formally declaring their intention with the New College office.

Requirements for the certificate: Computer Science 101, 112, 211, 322, 326, 434; Math 101 or 105, and Math 206. A minimum of four of the computer science courses must be completed at Queens College with a cumulative quality point average of no less than 2.000 to qualify for certification. Application for certification must be filed with the Vice President for the Graduate School and the New College prior to registration for the final course.

Computer Science

100 Computer Concepts & Applications

2 Hrs.

A survey of the history of computers, the computer system, uses and effects of the computer on society; and how to operate and use the computers at Queens.

101 Computer Programming I

3 Hrs.

Introduction to use of computer as a problem-solving tool. Pascal is the current implementation language used. Topics to be covered are computer organization, programming language details and programming techniques, and algorithm development.

102 Computer Programming II

3 Hrs.

Continue to develop the discipline of computers as a problem-solving tool. Pascal is the current implementation language used. Topics to be covered are structured programming concepts, debugging and testing, string processing, internal searching/sorting, and simple data structures.

Prerequisite: Computer Science 101.

112 Introduction to Business Information Processing

3 Hrs.

Basic principles of business information processing and programming using Cobol or PL/1. Business case studies are designed to give one experience in both sequential and random access of files.

Prerequisite: Computer Science 101.

200 Introduction to Computer Systems

3 Hrs.

Objectives are to provide basic concepts of computer systems, introduce computer architecture, and to teach an assembly language. Topics to be discussed are computer structure, number representation and arithmetic, machine language, addressing techniques, macros, file I/O, program segmentation and linkage, and assembler construction.

Prerequisite: Computer Science 102.

211 Fundamentals of Architecture and Software Systems

3 Hrs.

The basic concepts of computer architecture and assembly language, for the business person. Includes computer structure, number representation and arithmetic, machine and assembly language and addressing techniques.

Prerequisite: Computer Science 112.

240 Introduction to Computer Organization

4 Hrs.

Provides an understanding of physical components used in computer hardware. Topics to be discussed are basic logic design and computer architecture and continue the area of coding and number representation and arithmetic. Study of the architecture of a microcomputer. Course will include three hours of lecture and two lab hours per week.

Prerequisite: Computer Science 200 or consent of the instructor.

305 Introduction to File Processing

3 Hrs.

Emphasis will be given to basic concepts and techniques of structuring data on bulk storage devices, sequential and random access files, and algorithms and techniques of file manipulation.

Prerequisite: Computer Science 102 or 112 or permission of the instructor.

322 Quantitative Methods with Computer Applications

3 Hrs.

Mathematical techniques for practical usage—PERT, production scheduling, linear programming, regression analysis, quality control statistics, and other accounting information—with computer applications.

Prerequisites: Mathematics 206 or 306; Computer Science 101 or 112 or permission of the instructor.

326 Systems Analysis, Design, and Implementation

3 Hrs.

Developing systems to meet needs of an organization, training managers in design capabilities and

limitations of information systems, beginning training for professional systems analysts, providing techniques for facilitating implementation process.

Prerequisite: Computer Science 102 or 112 or permission of the instructor.

330 Data Structures

3 Hrs.

Review of primitive data representation, logic, elementary searching and sorting; data structures; arrays, linearly linked and multilinked lists, stacks, queues, graphs, binary trees; processing data structures, internal and external sorting, merging and searching; storage allocation, garbage collection and compaction.

Prerequisite: Computer Science 305.

400 Computers and Society

3 Hrs.

A brief history of computers, survey of growth of applications and current social issues to include legal issues as they relate to business and the individual.

Prerequisite: Junior Standing.

410 Comparative Languages

3 Hrs.

Introduction to formal language and automatic concepts; review of basic data types and structures; control structures and data flow; implementation of these in several languages. (APL, ALGOL, SNOBOL. PL/1, LISP)

Prerequisite: Computer Science 330.

430 Operating Systems

3 Hrs.

Introduction to the role of software organization in general computer systems. Problems, techniques, and concepts in multi-access, multiprogram, and multiprocess systems.

Prerequisite: Computer Science 240.

434 Management Information Systems

3 Hrs.

File organization and security with implementation in an appropriate language, database management systems, management use of computers for data processing, planning and decision making.

Prerequisite: Computer Science 102 or 326.

450 Independent Studies in Computer Science

1-4 Hrs.

Research projects in the area of the student's interest; written report will be required. May be taken more than once, but total credits may not exceed four hours.

Prerequisite: Open to advanced students by permission of the instructor.

460 Systems Simulation

3 Hrs.

Introduction to simulation and comparison with other techniques. Discrete models and queuing theory. Introduction to simscript as a simulation language.

Prerequisites: Computer Science 330 and Mathematics 206 or 306.

490 Computer Science Professional Internship

3 Hrs.

Practical experience under supervision in the field of computer science.

Prerequisites: At least 21 hours in computer science and permission of the department.

Mathematics

Math 101 College Algebra & Trigonometry

3 Hrs.

Sets, equations, and inequalities; mathematical induction; relations, functions and their graphs; trigonometric functions.

Math 113 Calculus I

3 Hrs.

An integrated treatment of analytic geometry and limits, continuity of functions, introduction to differentiation and integration with applications to extreme values and curve sketching.

Prerequisite: Mathematics 101 or the equivalent.

Math 114 Calculus II

3 Hrs.

Continuation of basic integration with applications, elementary transcendental functions, techniques of integration (of functions of one variable), Taylor's theorem, L'Hopital's rule, improper integrals and infinite series.

Prerequisite: Mathematics 113.

Math 206 Statistical Methods

3 Hrs.

Introduction to the concept of statistical inference with emphasis on applications using the normal, t, chi-square, and F distributions. Primarily for persons concentrating in the behavioral or social sciences.

Prerequisite: Mathematics 101 or 105 or 113.

Math 209 Discrete Structures

3 Hrs.

A study of discrete structures with applications from computer science. Topics to be introduced are types and properties of relations, functions, lattices and Boolean algebras, trees, languages and grammar, basic theory of semigroups and groups, and finite state machines.

Prerequisite: Computer Science 101 and Mathematics 101 or 105 or equivalent.

Math 213 Calculus III

3 Hrs.

Vector algebra, curves and vectors in the plane and in three dimensions, solid analytical geometry, polar and spherical coordinates, partial derivatives.

Prerequisite: Mathematics 114.

Math 303 Linear Algebra

3 Hrs.

Coordinate geometry; vectors and three-dimensional geometry; matrices and determinants; linear transformations.

Prerequisite: Mathematics 113.

Math 306 Statistical Inference

3 Hrs.

Study of the relation of sample to population with the consideration of statistical problems such as testing of hypotheses, estimation, and experimental design.

Prerequisite: Mathematics 114.

Math 409 Numerical Analysis

3 Hrs.

Roots of algebraic and transcendental equations; difference calculus and interpolation; matrix inversion and eigen-value problems for differential equations.

Prerequisite: Mathematics 214; may be taken concurrently.

English

Courses in the department include composition, literature, speech, film, dramatic arts, and journalism. Students are encouraged to take courses in all these areas, but courses in speech, film, dramatic arts and communications do not count (unless specified), towards a regular major in English. Initial courses train the student to perceive and evaluate the form, structure, and inner dynamics of any literary work. Advanced courses focus on specialized areas of relevance and are designed to give the student an awareness of ways in which other disciplines can contribute to a fuller understanding of literature.

Careers

Study of literature and composition affords preparation for professional schools in law and teaching. In addition, students majoring in this department find their training applicable to editing, newspaper and television journalism, copywriting for publishers and advertising agencies. When combined with study in communications, economics and business, careers may be planned for public relations and personnel work. Career opportunities also exist in films, theatre, and many phases of creative writing.

Major

The requirements for the English major are as follows: Core courses: 201, 301, 302, 331, 332, 460; plus any two of the following: 309, 313, 318, 320; plus any two of the following: 322, 325, 326, 327; plus any two upper-level English courses. A total of 36 hours in English is required.

The following courses in Dramatic Art will be accepted: 303, 304, 327, 336. Major advisers will consult with students in career and graduate school preparation, and in planning tailored

programs in communications, journalism, teaching, and drama. Advanced placement will allow exemption from 201.

Minor

Non-English majors may follow a program leading to a minor in English.

The requirements for the minor in English are as follows: English 201, 301, and 302 are required. English 460 is recommended as part of the remaining 12 hours, nine of which must be at the 300 level or above.

Distributed Requirements

The requirements for Area I is met by English 101 and 102, to be taken in Terms I and II of the freshman year. The requirement for Area VI in literature may be met by English 201 or 217, or by an literature course numbered 300 or above in the foreign language department, however, English majors may not use English 201 or 207 to meet a distributed requirement for Area VI.

Prerequisites

English 101, 102 and 201 are prerequisites to all English courses numbered 300 or above.

Special consideration will be given, in certain cases, to non-English majors who desire to take courses numbered 300 or above.

101 Communications Skills I

3 Hrs.

This course will emphasize the development of the student's critical standards, and will stress the ability to use research techniques. Some reading will be done to provide thematic content to the course.

102 Communications Skills II

3 Hrs.

Course designed to help freshmen to write, read, and speak clearly. Part of the semester will be devoted primarily to speech. The rest of the semester will be devoted to teaching the student how to organize and write an effective short essay. Reading material will be used to stimulate

the student's critical insights and to provide thematic content.

Prerequisite: English 101.

109 Business English

3 Hrs.

Basic review of mechanics and composition skills. Some attention to oral as well as written communication. Letter writing and introduction to technical writing.

No credit toward English major or distributed requirements.

201 Introduction to Literature

3 Hrs.

Selected American, English, and European fiction and drama; interpretive reading and writing based on literature; class discussions, individual conferences, and short papers. Course is prerequisite to all English courses numbered 300 and above, except in certain cases, with approval of instructor.

202 Women in Literature

3 Hrs.

Organized around female stereotypes and archetypes, this study of images of women in literature makes use of reading selections from nineteenth and twentieth century authors illustrating both positive and negative views of women as wives, mothers, sex objects, seductress-goddesses, spinsters and liberated persons.

207 Expository Writing I

3 Hrs.

Expository writing based upon topics and readings to be assigned by the instructor. The student will be expected to write knowledgeable expository prose based upon thought, reading, and research.

Prerequisites: English 101 and 102, or permission of the department.

Note: Students may elect this course as Communications 207.

English 208 Expository Writing II

3 Hrs.

A continuation of Expository Writing I for those students who need or wish further experience in developing their writing.

Prerequisite: English 207, or permission of the department.

Note: Students may elect this course as Communications 208.

217 Backgrounds to Western Literature

3 Hrs.

A study of the classical and biblical backgrounds which figure so importantly in the development of the Western literary tradition. While some consideration will be given to the historical and phi-

losophic nature of the works studied, the emphasis will be on the works as great literature. Included will be a study of the Bible, Greek drama, the Homeric epic, and Aristotle's Poetics.

Open to freshmen, sophomores, and students not concentrating in English, as well as students concentrating in English.

301, 302 Literary History of England

3 Hrs., 3 Hrs.

Historical and critical exploration of the major periods, forms, and attitudes of English literature from Beowulf to the present. Continuities and discontinuities of central developments of English literature will be discussed through texts. Literary examination and judgement as well as writing skills will be stressed.

For sophomores and juniors; 301, 302 need not be taken before other 300 numbered courses, but can be taken simultaneously or later.

303 Major Figures in World Drama: Ancient Greece to the Renaissance

3 Hrs.

Survey of dramatic literature from the Renaissance to the time of Ibsen with emphasis on the relationship of the plays to the physical circumstances of theatrical production and to the historical and cultural milieu of the period.

Note: Students may elect this course as Dramatic Art and Speech 304.

304 Major Figures in World Drama: Renaissance to Modern

3 Hrs.

Survey of dramatic literature from the Renaissance to the time of Ibsen with emphasis on the relationship of the plays to the physical circumstances of theatrical production and to the historical and cultural milieu of the period.

Note: Students may elect this course as Dramatic Art and Speech 304.

307 Advanced Composition

3 Hrs.

Study of principles of writing, with special attention to observation and reflection, form and meaning, modern usage, and effective expression.

Note: Students may elect this course as Communications 307.

308 Creative Writing

3 Hrs.

Practice in writing and in criticism of the essay, short story, and poem in view of a final piece of sustained, related work, for students with interest in and aptitude for composition.

Admission by permission of instructor.

Note: Students may elect this course as Communications 308.

309 Chaucer and Medieval Literature

3 Hrs.

Readings in medieval English literature with emphasis on Chaucer, the Arthurian romance, and the medieval drama.

312 The Renaissance

3 Hrs.

Exploration of the major attitudes, forms, and techniques of Renaissance literature with an emphasis on England. Broad connections with related departments in Renaissance art, history and government will also be examined.

313 Shakespeare

3 Hrs.

Representative comedies, histories, tragedies, and romances with emphasis on Shakespeare's development as a dramatic artist.

318 The Seventeenth Century

3 Hrs.

Study of poetry, drama, and prose with emphasis on Jonson, Donne and the Metaphysicals, and Milton.

320 Literature of the Restoration and the Eighteenth Century

3 Hrs.

A study of neo-classical literature, from the Restoration through Pope and the Augustans to the pre-romantics.

322 The Romantics

3 Hrs.

Representative major poetical works of early and late Romantic authors. Key prose documents in the rise and development of Romanticism will also be examined.

324 The Victorian Age

3 Hrs.

Consideration of the major themes and concerns of novelists, poets, and prose writers of the Age of Victoria; emphasis on works of Tennyson, Carlyle, and other important figures.

325 The Novel

3 Hrs.

Development of the novel as a literary form using selected works of English fiction from the 18th century to the present.

326 Modern British Literature

3 Hrs.

Examination of modern British literature from the turn of the century to the 1950's. Emphasis on the works of Joyce, Yeats, Shaw, and the Bloomsbury Group. Central themes and technical innovations in 20th century poetry, fiction, and dramas will be explored.

327 Modern Drama

3 Hrs.

Study of world drama from the realism of Ibsen through naturalism, expressionisms, and symbolism to the current avant-garde theatre.

Note: Students may elect this course as Dramatic Art and Speech 327.

328 Modern American and English Poets

3 Hrs.

Development of modern poetry from its post-Victorian beginnings to the present; emphasis on Frost, Eliot, Yeats, and Stevens.

329 Identity Conflicts in Modern American Literature

3 Hrs.

Study of conflict between identity in a minority group and identity as an American.

331 American Literature to 1900

3 Hrs.

Study of the particular properties and the major movements of American literature as seen in the works of major writers to 1900.

332 American Literature Since 1900

3 Hrs.

Study of the particular properties and the major movements of American literature as seen in the works of major writers since 1900.

333 Southern Literature

3 Hrs.

Study of the growth and development of the literature of the American South. The course will emphasize unique regional qualities of subject, theme, and style.

334 Studies in Linguistics

3 Hrs.

Studies of the main tenets of structural linguistics and transformational grammar with some attention to the relation between linguistic theories and older theories about language.

336 Tragedy

3 Hrs.

Exploration of various possibilities of defining tragedy in terms of the protagonist, a plot, an effect upon the audience, an attitude toward life, or others.

Note: Students may elect this course as Dramatic Art and Speech 336.

341 Spanish Literary Classics

3 Hrs.

Important literary works from various periods chosen for their importance and influence or reflection on world literature.

All course work conducted in English.

Note: Students may elect this course as Speech 341.

342 French Literary Classics

3 Hrs.

Consideration of major literary works from various periods chosen for their value as contributions to world literature.

All course work conducted in English.

Note: Students may elect this course as French 343.

345 Spanish Drama of the Golden Age

3 Hrs.

Literary background of the Golden Age; reading and evaluation of drama.

All course work conducted in English.

Note: Students may elect this course as Spanish 423.

348 Cervantes

3 Hrs.

Study of works of Cervantes, with emphasis on *Don Quixote* and the *Novales Ejemplares*.

All course work conducted in English.

Note: Students may elect this course as Spanish 448.

351 Special Studies in English Literature

3 Hrs.

Intensive consideration of a single problem in English literature. The topic for the course will vary from term to term and may range from a consideration of the work of a major writer to a study of a single genre or intellectual movement. May be taken twice with different subtitles.

352 Special Studies in American Literature

3 Hrs.

Intensive consideration of a single problem in American literature. The topic for the course will vary from term to term and may range from a consideration of the work of a major writer to a study of a single genre or intellectual movement. May be taken twice with different subtitles.

354 Special Studies in World Literature

3 Hrs.

Intensive consideration of a single problem in world literature. The topic for the course will vary from term to term and may range from a consideration of the work of a major writer to a study of a single genre or intellectual movement. Primarily intended for short term courses.

May be taken twice with different subtitles.

355 Existential Philosophy in Literature

3 Hrs.

An examination of the themes and ideas of contemporary existential thought as they are embodied in the literary works of authors such as Dostoyevsky, Kafka, Malraux, Sartre, Beckett, Ionesco, and others. The course involves an analysis of such ideas as the nature and destiny of man, the problems of freedom and evil, the notions of alienation and isolation, the idea of the "death of God," and the ontological significance of death and anxiety.

Note: Students may elect this course as Philosophy 310d.

449 Directed Readings in Composition or Literature

1 - 3 Hrs.

Independent investigation of a topic in composition or literature through a program of directed readings; oral examination conducted by the course supervisor and other members of the department upon invitation. Open to advanced students by permission of the department.

450 Independent Study in Composition or Literature

2 - 4 Hrs.

Independent investigation of a topic in composition or literature resulting in a research paper which is evaluated by two members of the department. Open to advanced students by permission of the department.

460 Studies in Literature and Criticism

3 Hrs.

Students will read works of literature and interpret them in the light of modern critical theories. Readings will include critical essays and selected works by major authors.

Seminar for seniors only.

Dramatic Art and Speech

327 Modern Drama

3 Hrs.

Study of world drama from the realism of Ibsen through naturalism, expressionism, and symbolism to the current avant-garde theatre.

336 Tragedy

3 Hrs.

Explorations of various possibilities of defining tragedy: in terms of the protagonist, a plot, an effect upon the audience, an attitude towards life, or others.

Psychology

The department emphasizes the development of an understanding of factors important in determining behavior. Introductory courses present basic psychological principles; upper level courses provide opportunities for further work in areas of special interest.

Independent study allows the student to design and carry out original research. Internships in community settings enable the student to make practical application of psychological principles.

Careers

A major in psychology provides a basis for graduate study in areas of psychology, education, social work, and related fields as well as a foundation for careers in personnel, social work, mental health, and similar areas.

Major

Requirements: Psychology 201, 205, 303, 306, 306L, 401, and at least 19 additional hours in the department as approved by the major advisor. Mathematics 101 or 105 is required for a major in psychology. Biology 112 and Philosophy 203 are recommended.

Minor

Eighteen hours: Psychology 201; one course from Psychology 209, 308, 319; one course from Psychology 302, 303, 304; one course from Psychology 311, 314, 412; two courses from the entire departmental offerings. A student planning on minoring in psychology should check with a department member.

Distributed Requirements

A requirement for Area V usually may be met by Psychology 201, however, Psychology majors may not use Psychology 201 to fulfill a distributed requirements in Area V.

Prerequisite

Psychology 201 is prerequisite to all other psychology courses.

201 General Psychology

3 Hrs.

Survey of the field of psychology emphasizing the results of scientific investigations in the area of behavior.

205 Statistical Methods in Psychology

3 Hrs.

Elementary study of statistical methods used in behavioral research, including consideration of both descriptive and inferential statistics.

Prerequisite: Mathematics 101 or 105.

Open to all students majoring in psychology.

209 Child Psychology

3 Hrs.

Study of development processes from conception to puberty, with emphasis on theory, principles, and recent research.

302 Psychology of Personality

3 Hrs.

Survey of selected theories of personality and study of principles of personality development.

303 Social Psychology

3 Hrs.

Study of the behavior of the individual in society, including attitude formation and measurement, interpersonal perception, and the behavior of the individual in groups.

Note: Students may elect this course as Sociology 303.

303L Experimental Social Psychology

1 Hr.

Application of experimental methods to the problems of social psychology such as attitude change, conformity, and leadership. Special problems of research design and techniques peculiar to the area of social psychology are considered.

Three hours laboratory per week.

Prerequisite or Corequisite: Psychology 303.

304 Abnormal Psychology

3 Hrs.

A study of the deviant individual from both the dynamic and behavioral viewpoints. The diagnosis, etiology, treatment, and prevention of maladaptive behavior are considered.

306 Experimental Methods in Psychology

3 Hrs.

Application of experimental methods to problems in perception, learning, and social behavior. Principles of research, including experimental design, use of apparatus, and procedural and

statistical control are considered.

This course must be taken concurrently with Psychology 306L.

Prerequisite: Psychology 205.

306L Laboratory in Experimental Psychology

1 Hrs.

Study of techniques and procedures of psychological research, and conducting of experiments in learning, perception, sensory processes, motivation, and social behavior.

Three hours laboratory per week.

This course must be taken concurrently with Psychology 306.

Prerequisite: Psychology 205.

308 The Exceptional Child

3 Hrs.

Study of the psychological problems of children who deviate from normative patterns of growth and development.

Prerequisites: Psychology 209 or permission of the instructor.

311 Psychological Tests

3 Hrs.

Introductory study of principles of test evaluation and interpretation and consideration of examples of the major types of psychological tests in reference to these principles.

314 Psychology of Learning

3 Hrs.

Survey of empirical findings on respondent and operant conditioning, and on human verbal learning with consideration of research methods and design; critical examination of historical and contemporary learning theory.

315 Laboratory in Conditioning and Learning

1 Hrs.

Conducting experiments in respondent and operant conditioning using both human and animal subjects, and in human verbal learning.

Prerequisite or Corequisite: Psychology 314.

Three hours laboratory per week.

319 Psychology of Adolescence and Adulthood

3 Hrs.

Study of development processes from puberty to old age, with emphasis on theory; principles, and recent research.

351 Professional Internship in Psychological Services

3 Hrs.

Placement in a local agency for supervised experiences in programs stressing psychological services. Possible service areas include mental health, mental retardation, juvenile delinquency, drug abuse, assessment, and psychological aspects of music therapy and art therapy. Evaluation of

experiences and related readings in weekly seminars.

Admission by permission of instructor. May be repeated once. Credit received for the repetition may not be applied to a major in psychology.

352 Topics in Psychology

3 Hrs.

Intensive consideration of a problem in psychology. The topic for the course will vary from term to term.

Prerequisite: Sophomore status or above.

May be repeated with different subtitles.

401 Advanced General Psychology

3 Hrs.

Consideration of the major areas of psychology from classical positions through contemporary viewpoints.

412 Physiological Psychology

3 Hrs.

Introduction to the nervous system and internal environment and their effects upon behavior. Normal and abnormal conditions discussed with respect to sensation, learning, emotion, and motivation.

413 Laboratory in Physiological Psychology

1 Hrs.

Conducting experiments and laboratory exercises in areas of physiological psychology, including neuroanatomy, endocrine functions, brain stimulation, and drug effects.

Three hours laboratory per week.

Prerequisite or Corequisite: Psychology 412.

449, 450 Independent Research

1, 3 Hrs.

Opportunity for independent investigation of topics by means of reading and/or experimentation. First term is devoted to formulating the problem, determining its method of investigation, and compiling a bibliography; second term, to collecting the data and writing a report.

Prerequisites: Permission of the department; also, Psychology 449 is prerequisite to Psychology 450.

451 Seminar in Psychology

3 Hrs.

Seminar dealing with areas of psychology not covered in the regularly scheduled courses such as personnel psychology and behavior modification. Admission by permission of instructor.

452 Directed Readings in Psychology

1, 2, or 3 Hrs.

Independent investigation of a topic through a program of directed readings; oral examination conducted by department members.

Admission by permission of instructor.

May be repeated.

Radiologic Technology

The Bachelor of Science degree with a major in Radiologic Technology will be granted upon successful completion of 90 credit hours of approved college work and certification in radiologic technology from any hospital school accredited by the American Registry of Radiologic Technologists and approved by the College. All New College degree requirements must be met. A minimum of 36 hours in courses numbered 300 and above is required. Thirty credit hours are assigned to professional courses carried in the school of radiologic technology; these constitute the major. All of these 30 credit hours shall be considered equivalent to 300-400 level courses. A student may not be admitted to candidacy for this degree until certified by the American Registry of Radiologic Technologists.

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Supervisor

Lonnie Eskridge

Chief Mechanic

Gail Vickery

Groundsmanager

Viola Holland

Secretary/Clerk

Betty J. Davis

Housekeeper

Faculty

Date following name and title indicates year of appointment.

*Part-Time

**Leave of Absence

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Lecturer in English 1981
B.A., M.B.A., University of North Carolina at Charlotte; M.A., Winthrop College

William Lee Gragg II
Assistant Public Service Librarian 1980
A.B., Hamilton College; Certificat pratique de langue francise, University of Paris; M.A., M.S.L.S., University of North Carolina at Chapel Hill

***Cynthia Armstrong Graham**
Lecturer in Business, 1980
A.B., Bryn Mawr; M.B.A., Wharton Graduate Division

***Debra S. Grow**

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B.S., M.B.A., Louisiana Technical University;
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Charles O. Hadley

Professor of English 1955

A.B., Davidson College; M.A., University of
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sity of Georgia

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B.A., Incarnate Word College; M.F.A., Uni-
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B.S., Clemson University; J.D., University of
South Carolina

Virginia Hatcher

*Director of Secreterial Science Program
and Instructor of Business 1982*

B.S., George Peabody College of Vanderbilt
University; M.Ed., Tennessee State Univer-
sity

***Susan Luck Hooks**

Lecturer in English 1981

B.A., Queens College; M.A., University of
North Carolina at Charlotte

***William M. Hoover**

Lecturer in Computer Science 1982

BSEE, Virginia Military Institute; MSEE, Ph.D.,
University of Texas at Arlington

***Fred R. Horner**

Lecturer in Religion 1983

B.A., Missouri Valley College; M.A., Presbyter-
ian School of Christian Education; B.D.,
Louisville Presbyterian Seminary

Rebecca C. Jann

Associate Professor of Biology 1978

B.A., Catawba College; Ph.D., Wake Forest
University

Carolyn M. Jones

*Associate Professor and Director of Nurs-
ing 1980*

B.S.N., Mount Saint Agnes College; M.S., in
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Professor of Economics 1982

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Marjorie T. Kirby

*Z. Smith Reynolds Professor of Foreign
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A.B., Birmingham-Southern College; M.A.,
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***Melvyn W. Labovitz**

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B.B.A., University of Pittsburgh; M.B.A., St.
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Lecturer in Sociology 1983

B.S., Campbell University; M.A., Virginia Pol-
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Joseph E. Lammers

Professor of Music (Piano) 1962

B.Mus., University of Alabama; M.Mus, Ph.D.,
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***Daniel H. Laurent**

Lecturer in Business 1983

B.A., Rollins College; M.B.A., The George
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Sherry L. Laurent

Assistant Professor of Nursing 1982

Diploma in Nursing, Charity Hospital School
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***Sharon G. Leblang**

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Stewart Lillard

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A.B., Davidson College; M.A., University of
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B.S., Ohio State University; Ed.M., Harvard University; A.B.D., University of Massachusetts.

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Professor of Biology 1966

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B.S., Wake Forest University; M.S., Ph.D., Emory University

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Professor of Education and Registrar 1965

A.B., Catawba College; M.A., Appalachian State University; Ed.D., Duke University

*Joseph W. McGirt

Lecturer in Business, 1982

B.S., J.D., University of North Carolina at Chapel Hill; B.A., Indiana University; M.B.A., Harvard Graduate School of Business Administration

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Assistant Professor of Music 1983

B.M., M.M., Michigan State University; M.Ed., Winthrop College

*Eva Mills

Lecturer in English 1981

B.A., University of Pennsylvania; B.A., M.A., University of Wisconsin; Ph.D., University of Cincinnati

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Lecturer in Computer Science 1980

B.S., Michigan State University; M.B.A., Baldwin-Wallace College; Certified Data Processor (CDP)

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Professor of English 1983

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*Paul Arlyn Nitsch

Artist-in-Residence 1977

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Assistant Professor of Accounting 1984

B.S., University of South Carolina; Certified Public Accountant (CPA)

Phyllis A. Pharr

Associate Professor of Physical Education 1964

B.S., Appalachian State University; M.Ed., University of North Carolina at Chapel Hill

Robert F. Porter

Associate Professor of Art 1983

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B.S., University of South Carolina at Columbia; M.B.A., Wake Forest University

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Dana Professor of History 1957

B.A., M.B.A., Queens College

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Cataloging Librarian 1962

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Clyda S. Rent

Professor of Business Administration and Sociology, Vice President for the Graduate School and New College 1972

B.A., M.S., Ph.D., Florida State University

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B.A., M.B.A., University of North Carolina at Chapel Hill; B.S., M.S., North Carolina State University at Raleigh; Certified Public Accountant.

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Lecturer in Religion 1974

B.E.E., Clemson University; B.D., M.T., Union Theological Seminary

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Lecturer in Business

and Computer Science 1982

B.S., Virginia Military Institute; M.S., University of North at Chapel Hill; M.B.A., Queens College

***Ray E. St. Clair**

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B.S., North Carolina State University; M.B.A., University of North Carolina at Charlotte

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Lecturer in History 1976

A.B., Rutgers University

Joyce H. Shealy

Dana Professor of Psychology 1959

A.B., M.A., University of South Carolina; M.A., Ohio State University; Ph.D., University of North Carolina at Chapel Hill

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Associate Professor of Music (Violin) 1969

B.Mus., B.Mus.Ed., College of Wooster, M.Mus.Ed., Virginia Commonwealth University

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B.S., Miami University (Oxford, Ohio); B.Mus., M.Mus., Cincinnati Conservatory; D.F.A., Chicago Musical College

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***Robert Eugene Stigall**

Lecturer in Music (Organ) and College Organists 1973

B.Mus., Syracuse University; M.S.M., Union Theological Seminary

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Professor of History 1975

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Professor of English and Vice President for Academic Affairs 1969

B.A., M.A., Ph.D., University of Leeds (England)

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***G. Bryan Wall**

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B.S., M.A., Ph.D., North Carolina State University; D.M.D., University of Florida

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Assistant Professor of History 1983

B.S., Georgetown University; M.A., Ph.D.,
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Lecturer in Accounting 1983

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College; Certified Public Accountant

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Lecturer in Sociology 1984

B.A., M.Ed., M.A., Kent State University;
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B.S., M.S., Georgia Southern College

Billy O. Wireman

*Professor of Management and Education
and President of the College 1978*

A.B., Georgetown College; M.A., University of
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derbilt University; L.H.D., Eckerd College;
L.H.D., University of Tampa

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A.A., Los Angeles Community College; B.A.,
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Assistant Professor of Business 1978

B.A., B.S., University of North Carolina at
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BSME, M.B.A., University of North Carolina
at Charlotte

Professors Emeriti

Thelma Albright

Associate Professor Emeritus of English
A.B., Greensboro College; M.A., Duke University; L.H.D., Queens College

Charles E. Brewer, Jr.

Associate Professor Emeritus of Economics
A.B., Princeton University

Robert T. S. Chalmers

Associate Emeritus of English
A.B., D.Litt., Mount Holyoke College; M.A., Radcliffe College; B.Litt., Oxford University (England); D.Litt., Keynon College

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B.S.M., University of North Carolina at Greensboro; M.A., University of North Carolina at Chapel Hill

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Professor Emeritus of Art
B.F.A., M.A., Ohio State University

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Professor Emeritus of Mathematics
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Boston University of Music; Juillard School of Music

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A.B., M.A., University of Georgia

Sarah McKee Nooe

Professor Emeritus of Biology
B.S., Meredith College; M.A., Columbia University

Caroline Gordon Richardson

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A.B., Winthrop College; M.A., University of South Carolina

George A. Shealy

Professor Emeritus of Art
Indiana University; Chicago Art Institute; Bell School of Art; Oxbow School of Painting

Mary Thomas Smith

Assistant Professor of Education
A.B., M.A., East Carolina University

Mary Lee Taylor

Assistant Professor Emeritus of Religion
A.B., Salem College; M.R.E., The Biblical Seminary, New York

Laura A. Tillett

Professor Emeritus of English
A.B., Duke University; M.A., Columbia University

Sarah West

Assistant Professor of Business
B.S., Winthrop College; M.R.E., Woman's Missionary Training School (Louisville)

Business Advisory Council

The establishment of a Business Advisory Council was approved in the Spring of 1978. The purpose of the Council is to aid in strengthening, evaluating, and planning of the Business Administration programs at Queens College.

Class of 1983-85

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President

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Lancaster, South Carolina

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President

Ashcraft Enterprises

James G. Babb, Jr.

Executive Vice President

Jefferson-Pilot Broadcasting Co.

James R. Bavis

Vice President-Human Resources

Duke Power Company

Jeanne Bohn

Director of Community Affairs

WSOC-TV

John Crosland, Jr.

President

John Crosland Company

Jean H. Gaskin

President

The Carriage, Inc.

Lonnie P. Jenkins

President

Duff-Norton, Inc.

W. Edwin King Jr.

Executive Vice President

Northwestern Bank

F. Walker Lockett

Senior Vice President

North Carolina National Bank

Robert E. Mason

President

Robert E. Mason Company

Whitney Shaw

President

Shaw Communications, Inc.

Marion (Chip) Smith

Customer Relations Consultant

Duke Power Company

Albert Tinkelenberg

Senior Vice President

Federal Reserve Bank of Richmond

Charlotte Branch

Richard T. Williams

Media Specialists Rates & Finance

Duke Power Company

J. Worth Williamson, Jr.

President

First Charlotte Bank & Trust Co.

Harry F. Wolfe, Jr.

Sterling Capital Management

Max Wright

Plant Manager

Frito-Lay, Inc.

Joan H. Zimmermam

Vice President

Southern Shows, Inc.

Class of 1984-1986

James P. Allen

Director of Communications and Public Affairs

Celanese Fibers Operations

Richard B. Bevier

Manager of High-Volume Technology Logistics

IBM Corporation

Carolyn B. Branan

Tax Manager

Deloitte, Haskins & Sells

Arthur H. Burgess, Jr.

President

Arthur H. Burgess & Company

Sarah Belk Gambrell

Vice President

Belk Stores Services, Inc.

Glenn Hilton, Jr.

Vice President

Shuford Mills, Inc.

Mark P. Johnson

President

H. V. Johnson & Sons Oils Co., Inc.

Roger W. Owens

Branch Manager, National Accounts Division

IBM Corporation

Elaine M. Lyerly

President

Eve Communications Services

Tom P. Phillips

President

D. L. Phillips Investment Builders, Inc.

T. E. Philson

*Vice President/Human Resources
Development*

Charlotte-Mecklenburg Hospital Authority

William L. Shotwell

President

Shotwell & Partners

R. Vincent Spracklin

Senior Vice President

Wachovia Bank & Trust Co., N.A.

Robin W. Sternbergh

Assistant General Manager

Financial Services, Business Unit

IBM Corporation

John W. Weil

President and Chairman of the Board

Systems Associates, Inc.

Lillian Whitney

President

L. Whitney & Company

William H. Wilder

Personnel Director

City of Charlotte

Robert M. Wright

*Senior Vice President and Charlotte Area
Administrator*

First Union National Bank

DEGREES CONFERRED 1983 -1984

Bachelors of Arts

Mark Steven Epstein

Debbie Kendall Hansen

Susan Soul Harvell

Martha Claire Hilton

Michael J. Jeffcoat

Lynne Ellen Lawing

Calvin Jackson White, Jr.

Peggy Williams Withrow

Bachelor of General Studies

Elsie Mae McKesson

Candidate for Degree

August 1984

Archie Glenn McArver, Jr.

NOTES

NOTES

Legend for Queens College Campus Map

1. Burwell Hall
2. McEwen Building
3. Jernigan Student Center
Queens Career Center
4. Belk Chapel
5. Albright Residence Hall
6. Long Residence Hall
7. Early Learning Center
8. Watkins Hall
9. Morrison (Dining Room
and Bookstore)
10. Walker Science Building
11. Dana Classroom Building
12. E.H. Little Fine Arts Center
13. Barnhardt Residence Hall
14. Tillett
15. Everett Library
16. Chi Omega Arbour
17. Stultz Building
18. Belk Residence Hall
19. Wallace Residence Hall
20. Harris Residence Hall
21. Irwin McKay Infirmary
22. Faculty Club
Chi Omega Lodge
23. Phi Mu Lodge
The Web
24. Alpha Delta Pi Lodge
Kappa Delta Lodge
25. Ovens Physical Education
Building
26. Tennis Courts
27. Green House
28. Heating Plant
29. Maintenance Shop
30. Parking Lots (A-E)
31. Mecklenburg Presbytery Office

Queens College Campus Map



**1900 Selwyn Ave.
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